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ABSTRACT

This bibliography of adult and teenage reading materials was prepared primarily for use by literacy volunteers in member organizations of Literacy Volunteers of America, Inc. Literacy volunteers are trained to use in their tutoring materials that fill immediate needs of the students in their everyday living. Under each reading level reading materials are categorized as follows: consumer economics, community resources, government and law, health, and occupational knowledge. Reading levels, as determined by the READ Test (the testing device of Literacy Volunteers of America, Inc.) were used for categorizing books. The approximate corresponding reading grade levels are also indicated as a further guide for the tutor. Programmed materials, instructional aids, and series books are listed separately in most cases. Among the additional materials are the following: English as a Second Language periodicals, picture books for oral English, survival skills materials, readings in corrections, migrant readings, dictionaries for basic reading students, newspapers and magazines, mathematics materials, spelling materials, and poetry. An alphabetical listing of books and a directory of publishers are included. (SW)

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Bibliography of Reading Materials for Basic Reading and English as a Second Language

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NATIONAL INSTITUTE OF
EDUCATION

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Bibliography of Adult and Teenage Reading Materials

LITERACY VOLUNTEERS OF AMERICA, INC.

This bibliography has been prepared primarily for use by Literacy Volunteers in member organizations of Literacy Volunteers of America, Inc. (LVA).

Literacy Volunteers are trained to use materials in their tutoring which fill an immediate need of the student in his everyday living. Therefore, the findings of the Adult Performance Level study came as no surprise to our volunteer tutors since these needs have long been recognized by LVA. For general use, however, we have listed the areas highlighted by the APL study under Coping Skills for each reading level:

Consumer Economics
Community Resources
Government and Law
Health
Occupational Knowledge

Books for students have been assigned reading levels as determined by the READ Test, the testing device of Literacy Volunteers of America, Inc. If the book was not available in the national office, the reading level indicated by the publisher was used. The approximate corresponding reading grade levels are also indicated as a further guide for the tutor.

Programmed materials, instructional aids and series books are listed separately in most cases. When choosing books for your library, be sure to check this section carefully since it contains many valuable suggestions.

We should like to remind tutors to take advantage of their public libraries. Many of the books listed under biography and fiction can be borrowed from the library and we're sure you will find the librarian most cooperative when you explain your special needs.

Whenever possible, prices have been included. They may be used as guides, but are subject to CHANGE WITHOUT NOTICE by the publishers.

Barbara J. MacDonald
Staff Assistant
Research and Development Committee, LVA

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TABLE OF CONTENTS

Page

Books for Tutors 1

Books for Students

Level 1 - Students with low readability; READ Test Levels A, B, C, D. Grade Levels 1-2 9

Workbooks and Texts 9
Supplementary Reading 13

Coping Skills

Consumer Economics 15
Community Resources 17
Government and Law 17
Health 17
Occupational Knowledge 18

Biography and Autobiography 19
Reading for Fun 19

Level II - Students with intermediate readability; READ Test Levels E, F, G. Grade Levels 3-4

Workbooks and Texts 21
Supplementary Reading 24

Coping Skills

Consumer Economics 25
Community Resources 29
Government and Law 30
Health 30
Occupational Knowledge 33

Biography and Autobiography 33
Reading for Fun 36

Level III - Students with functional readability READ Test Levels H, I, J. Grade Level 5 and above

Workbooks and Texts 40

Coping Skills

Consumer Economics 43
Community Resources 47

Government and Law 49
Health 52
Occupational Knowledge 54

Miscellaneous Publications 57
Biography and Autobiography 58
Reading for Fun 61

English as a Second Language

Background Reading for Tutors 65
Other People - Other Lands 66
Tutor Guides 68
Picture Books for Oral English 71
Texts and Workbooks 73
Survival Skills 77
Student Reading Material 79
ESL Dictionaries 82
ESL Games and Realia 83
ESL Periodicals 84
Citizenship and the U.S.A. 86

Reading in Corrections 88

Migrant Reading 91

Newspapers and Magazines 94

Dictionaries for Basic Reading Students 96

Mathematics 97

Spelling 101

Motivational Materials 103

Poetry 107

Instructional Aids, Programmed Material 108

Readability Formula 120

Alphabetical Listing of Books 123

Directory of Publishers 136

BOOKS FOR TUTORS

INFORMATIVE

The following books are suggested as helpful reading for tutors. Each gives some insight into the humanity of both tutors and students and the compassion needed in the field of tutoring.

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
ARE THEY EVER TOO OLD TO LEARN?	One of a series of books on adult education. The material is factual and directly presented.	Prentice Hall	$3.95
BENJAMIN: READING AND BEYOND. Thom Hawkins (C) 1973	A diary kept by a volunteer tutor, relating his day-to-day experiences tutoring a 19-year old dropout. This diary will appeal to tutors since the author faces some of the same difficulties and problems as those met by a Literacy Volunteer.	Chas. Merrill	$2.95
HOW ADULTS LEARN, J. R. Kidd (C) 1973	A readable discussion of various aspects of adult learning, the first edition of which is considered a "classic." Expensive for the average library, but worth reading.	Association Press	$14.95
LANGUAGE DIFFERENCES: DO THEY INTERFERE? Laffey and Shuy	Topics: nonstandard dialect problems, foreign language interference and reading skill acquisition, dialect and the reading process, relationship of black English to reading, neutralizing the effect of nonstandard dialect.	International Reading Assoc.	$4.50
LITERACY FOR DIVERSE LEARNERS, Jerry Johns (C)1974	Collection of articles on such topics as dialect, reading materials and the culturally diverse, bilingualism, intelligence, sex and reading achievement, programs to help disabled readers, and promoting literacy through the adult school program.	International Reading Assoc.	$5.00
LIFE STYLES: DIVERSITY IN AMERICAN SOCIETY, Feldman & Thielbar	A collection of articles ranging from "On Being American" by H.L. Mencken to ethnic life styles and social change. Highly readable, with many well-known authors.	Little, Brown	$6.95

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
LITERACY AND THE NATION'S LIBRARIES, Helen H. Lyman	A handbook which provides guidelines and instruction for libraries interested in becoming involved in literacy programs.	American Library Assoc.	$12.50
LITERACY IN THIRTY HOURS, Cynthia Brown (C)1975	Paulo Freire's process in northeast Brazil. An overview of his methods.	Writers and Readers Pub. Co-op	$2.00
PEDAGOGY OF THE OPPRESSED, Paulo Freire (C) 1970	The thought and work of a Brazilian educator who believes that learning to read is a political act and is a necessary step toward making decisions and sharing power.	Seabury Press	$3.95
PHYSIOLOGICAL FACTORS IN ADULT LEARNING AND INSTRUCTION, Verner and Davison	Discusses such factors as the aging process, vision, hearing, learning and performance, and how they affect the adult learner.	Florida State University	$1.65
THE POOR PAY MORE, David Caplovitz	This paperback is more interesting reading than a resource for teachers but will give the tutor an idea of where her student fits into the consumer economic framework.	The Free Press	$2.45
TEACHER, Sylvia Ashton Warner	The testament of an inspired teacher which sets forth her unprecedented teaching methods.	Simon & Schuster	$2.45
TEACHING FREE, Bill Draves	An introduction to adult learning for volunteer and part-time teachers. The differences between teaching children and teaching adults are pointed out as are the physical, psychological, and sociological characteristics that affect adult learning. Ways to utilize the adult student's own wealth of life experiences are outlined.	Free University Network	$1.00
TEACHING THE CULTURALLY DISADVANTAGED ADULT, Curtis Ulmer	This book discusses the general characteristics of the student and the successful teacher.	Prentice-Hall	$3.95

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
TEACHING READING TO THE UNTAUGHT, Michael P. O'Donnell		Multimedia Education	
TOWARD A MORE LITERATE SOCIETY, Carroll & Chall (C)1975	A report of the Committee on Reading of the National Academy of Education. A comprehensive look at the state of literacy in America. Although primarily concerned with school children, it suggests guidelines for more successful adult programs. One comment that clearly speaks to Literacy Volunteers is that alternate learning situations are generally more successful with adults than the more traditional classrooms. Adults are more likely to stick with an individualized program than a regular classroom situation.	McGraw-Hill	$15.00
THE OTHER AMERICA, Michael Harrington	Poverty in the United States	Penquin	$2.50
WHEN YOU'RE TEACHING ADULTS	Helpful ideas for tutors of adults	NAPCAE	$1.00
WORKING, Studs Terkel	A collection of short interviews with a wide cross-section of Americans on their attitudes toward work and their lives.	Avon	$2.25
WHAT READABILITY CAN DO FOR YOU, Laubach & Koschnick	This guide for writing or evaluating materials for adult new readers explains factors that affect reading ease and shows how to use the Gunning and Fry readability formulas.	New Readers Press	$1.50
HOW TO TREAT THE ADULT ILLITERATE, Frank Laubach	Tells how to win the student's confidence and encourage his efforts to learn.	New Readers Press	$.12

INSTRUCTIONAL

The books listed below are for your teaching help. Some will prove invaluable; all should give you teaching suggestions.

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
A PRACTICAL GUIDE FOR THE ADULT EDUCATION INSTRUCTOR, Lilley & Perkins		Motivational Research Assoc.	
CHILDREN WITH LEARNING DISABILITIES, Lerner	This book presents the discipline from a broad point of view, without attempting to promote any single theory or method. The emphasis of the book is the development of teaching strategies for various disabilities.	Houghton Mifflin	$10.95
FUNCTIONAL READING:RESOURCE GUIDE FOR TEACHERS, Books 1 and 2	These books were designed for use in junior and senior high schools but contain much material which tutors can use to devise exercises and games to meet these goals: Following Directions, Locating References, Attaining Personal Development, Gaining Information, Understanding Forms.	Div. of Instruction, Maryland State Dept. of Education	$4.50 (for both)
GOOD READING FOR THE DISADVANTAGED READER: A MULTI-ETHNIC RESOURCE, Spache	Emphasis on using books with which the disadvantaged minority student can identify: includes chapters on building the self concept and bibliographies for black Americans, American Indians, Eskimos, Mexican-Americans, Orientals, and Puerto Ricans.	Garrard	$5.75
GUIDELINES FOR THE EDUCATION OF NON-READERS, Hy Ruchlis	Problems of the non-reader on the "streets" and in prisons; good suggestions for motivation.	Book-Lab	$4.25

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
GUIDELINES TO TEACHING REMEDIAL READING, Pope	Excellent guidebook, brought up to date with a greatly expanded section on ESL.	Book-Lab	$3.85
HANDBOOK FOR THE VOLUNTEER TUTOR, Sidney J. Rauch	Comprehensive handbook covering all aspects of tutoring, from the tutor-student relationship to teaching comprehension skills. Includes a summary of basic counseling techniques that can be adapted by the tutor.	International Reading Assoc.	$2.50
HOOKED ON BOOKS, D. Faber	A fascinating report on the results of work by educators who believe that English is so important that it should be taught every hour of every day in the classroom. The writer calls for a profusion of books of every kind in the schools, relaxed library rules, and more emphasis on creative writing.	Berkley Pub.	$1.00
HOW TO READ A BOOK, Sargent et al	An aid to improving study skills; includes SQ3R method.	International Reading Assoc.	$2.00
LEARNING DISABILITIES GLOSSARY, Lillie Pope	A practical guide to the terminology used in the field.	Book-Lab	$1.65
LEARNING TO READ AND WRITE, Henderson	This book can be used as reinforcement in teaching reading. Gives suggestions in phonics, word meanings, etc.	Holt, Rinehart	$2.64
READ, Colvin and Root (Revised '76)	A diagnostic testing device for use with adults which provides the tutor with information on his student's strengths and weaknesses in the area of reading, as well as charting progress in reading.	Literacy Volunteers of America, Inc.	$2.75

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
READING CORRECTION KIT, Miller	Each unit is devoted to a specific reading skill and provides numerous exercises and games to aid students weak in particular areas. Units include sight words, phonetic analysis, structural analysis (suffixes and prefixes, compound words, syllabication), context clue usage, dictionary usage, vocabulary, literal comprehension, interpretative comprehension, critical reading, creative reading, study skills.	Center for Applied Research in Education	
READING, HOW TO, Herbert Kohl	"Anyone who can read this book can teach someone else to read!" So runs the billing of this book. And it does just that. While Mr. Kohl has worked mainly with children, his ideas are applicable for use with adults. His discussion of reading, what it is, and how to go about teaching it is particularly good. His chapter, "Respecting the Language and Culture of the Learner" is a must for every Lit Vol." (Literacy Volunteers of Maine).	Bantam Books	$1.95
SURVIVAL LEARNING MATERIALS: SUGGESTIONS FOR DEVELOPING, Wilson and Barnes	This provides "starter ideas" for developing packets of survival learning materials, such as in labels, magazine subscriptions, credit cards, dictionaries, etc. Suggested questions with each item.	Strine Printing Co.	$1.75
TEACHING READING SKILLS THROUGH THE NEWSPAPER, Cheyney	Using the newspaper, the most accessible medium of print throughout the world, to develop critical reading, vocabulary, and word identification skills.	International Reading Assoc.	$1.75
TEACHING READING TO ADULTS	A step-by-step approach to teaching reading in a clear, uncomplicated style. Along with the text, it offers specific examples, sample tests, illustrations and materials to supplement the concepts presented in each section. An excellent guide to use with READING POWER series.	Simon & Schuster	$2.95

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
TREASURY OF TECHNIQUES FOR TEACHING ADULTS	Chapters appropriate for the volunteer tutor: "How Do Adults Learn?", "Training the Memory", "Timesavers for teachers and students."	NAPCAE	
TUTOR, Colvin & Root (C)1976	The revised textbook for the Literacy Volunteers of America, Inc. Basic Reading Workshop. This handbook explains in a clear, easily understood fashion the steps in the teaching of basic reading. The techniques of teaching the Experience Story, Sight Words, Phonics (consonants), and Patterned Words are explained in detail. Background material on the adult student is part of the books, as are lesson planning and motivation of the adult student.	Literacy Volunteers of America, Inc.	$4.00
TUTOR'S SAMPLER, Pope et al	A collection of ideas and materials for use in teaching students with: reading problems, perceptual problems, specific readiness needs.	New Readers Press	$3.25
USING LANGUAGE EXPERIENCE WITH ADULTS, Kennedy and Roeder	In the language experience approach, stories that students tell or write about their personal experiences are made into reading materials. Since the student uses only words he knows orally, the readings have simple vocabulary and sentence structure, as well as strong interest appeal. This book discusses four basic ways to create a curriculum (dictation, transcription, directed writing, free writing) gives the advantages and disadvantages of each method, and suggests a variety of activities for each. It shows how specific reading skills - sight vocabulary, phonic analysis, structural analysis, and comprehension - can be developed using the language experience approach.	New Readers Press	$1.50

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
USING REAL LIFE MATERIALS FOR THE CULTURALLY DISADVANTAGED, Neff, Paterno, Ulmer	A good collection of techniques. Many specific exercises and suggestions for introducing various topics, such as getting a job and arithmetic; and techniques such as role playing and "vocabulary poker" are presented.	Prentice Hall	$3.95
YOU CAN BE A SUCCESSFUL TEACHER OF ADULTS, Langerman, Editor	NAPCAE's authoritative sourcebook and information guide. Chapters include "The Adult as Learner", "Diagnosing Students' Needs and Establishing Objectives", "Selecting Appropriate Materials," "How to Teach What You Know", "Ways to Evaluate Student Progress" and "Tips on Teaching."	NAPCAE	$6.00
FOR THE TUTOR TUTORING TRICKS AND TIPS YOU'RE THE TUTOR	These books were developed for a youth tutoring program. Many suggestions are adaptable for adults. FOR THE TUTOR: TUTOR'S GRAB BAG. Ideas by tutors for tutors, mostly for students on Level 2 and above. TUTORING TRICKS AND TIPS: Ideas, questions, comics, poems for planning a tutoring session. Humorously illustrated. YOU'RE THE TUTOR: Simple suggestions for tutors. More photographs than text.	National Commission on Resources for Youth, Inc.	$7.25 for set of 3
ON WORKING WITH THE UNDEREDUCATED ADULT, compiled by William Cadle	Excellent little book with a message for anyone tutoring an adult. Very thought-provoking.	Robeson County Church and Community Center, Inc.	$.75

BOOKS FOR STUDENTS

LEVEL I - Students with low readability (READ Test Levels A, B, C, C.)

Grade Levels 1-2

BE SURE TO CHECK PROGRAMMED SERIES FOR ADDITIONAL BOOKS

WORKBOOKS

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
ADULT READER, Robertson	Each reading selection in this story of Joe, Mary and Junior Smith, a model family, is followed by written exercises. Vocabulary building is the emphasis.	Steck Vaughn	
DECODE, A Foundation for POINT 31 Reading Program	(See description of POINT 31 Program under Programmed Series) Teacher's Guide	Reader's Digest	$3.00
ENGLISH LESSONS FOR ADULTS, Varnado & Gearing	Chock full of written exercises. Vocabulary taken from adult life. Teachers' helps in the back. Use of picture-word correlation. Plenty of review. Teaches basic phonic concepts, sight words, and grammar. (Appropriate also for ESL)	Harcourt et al	$2.40
FROM A TO Z, Hancock	Workbook designed to teach the letters of the alphabet. Each letter is introduced first in manuscript and then in cursive. Accompanied by meaningful illustrations.	Steck Vaughn	$.84
GETTING STARTED (Book 1 of COMMUNICATIONS Series), Bauer	Alphabet, basic sight words, simple words taught in association with photos, vowel bingo games. Most words mono-syllabic with short vowels.	Follett	$2.25
GO (AA), Goldstein and Spache	One of a series of good graded workbooks. Attractive format, new words, stories and comprehension exercises.	Educational Developmental Laboratories	$2.60

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
HIP READER I, Pollack, Lane	Rhyming stories (patterned words). Hip language already outdated. Popular with teens.	Book-Lab	$2.25
I WANT TO READ AND WRITE, Smith and Wilbert	(Level 1). Increases in difficulty at moderate speed. Adult situations, practice lessons, review.	Steck Vaughn	$1.25
NEW READING SKILLS PRACTICE PAD, Level I	Phonics workbook which combines oral and written work.	Readers Digest	$.84
OPERATION ALPHABET, Coates, Ed.	Book 1 - Levels 0-1: 1 page lessons, each with a simple reading selection with several key words suggested and a writing exercise.	Noble & Noble	$3.00
	Teacher's Guide		$4.00
	Advances at a slow pace. Ethno-centric: no Blacks, Puerto Ricans, Asians depicted.		
PRACTICE IN READING, Smith et al	Basic workbook for adult new readers utilizes 294 different words in high repetition to establish and reinforce fundamental language skills. Lessons are sequential. Each unit offers a brief paragraph and later a story, followed by a variety of skill exercises. Reviews and tests are also included.	Steck Vaughn	$1.64
READ BETTER WITH JIM KING, Truitt	Designed primarily for the educationally handicapped teenager. Forty stories on a primary reading level. Teens may have some trouble relating to the "hero" of the 50's who is idealized beyond belief.	Steck Vaughn	$1.32
READING POWER, Books 1 and 2, Cass	The first two books in a series of four workbooks. Relevant material for adults. Life-like illustrations. Use with caution! Non-sequential teaching confusing.	Simon Schuster	$2.50 each

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
RR, Alice Lorenz	Basic workbook; includes exercises in recognition of letters, consonant sounds, long and short vowels, etc. Amusing verse and illustrations. Small brown print is a drawback.	Modern Curriculum Press	$2.16
STECK VAUGHN ADULT READING, Sam V. Dauzat et al	A sequential program, these consumable books are designed to move adult students from illiteracy to reading maturity by teaching essential reading skills from the non-reading to the 8th grade reading level. The series is objectives based and presents a carefully sequenced program of reading instruction in sight words, structural analysis, and comprehension. "Criterion-referenced tests, record-keeping materials and a comprehensive Teacher's Guide will enable adult educators to use this program effectively with all types of undereducated adults no matter what their backgrounds or current levels of achievement."	Steck Vaughn (TO BE RELEASED FALL, 1977)	
STEPS TO LEARNING, Book 1-2, Kreitlow	Very basic workbooks introducing oral language ability, basic sight words, phonics, writing, basic arithmetic. About 20 different occupations are presented as part of the test; there are also passages on other aspects of adult life.	Steck Vaughn	
SYSTEMS FOR SUCCESS, Henney	Billed as "complete programs in reading, writing, spelling, arithmetic and English." Book 1- (1) 42 phonics charts and short readings using words from each chart, (2) Several pages of handwriting charts with room to practice manuscript and cursive; 24 arithmetic lessons from simple addition to division; (4) English section covers capitalization, punctuation, writing letters, complete sentences, etc.	Follett	$2.82

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
TROUBLESHOOTER I Benner and Law Book 1-Sound Out Book 2-Sound Off Book 3-Spelling Action Book 4-Word Attack Book 5-Word Mastery Book 6-Sentence Strength Book 7-Punctuation Power Book 8-English Achievement	A non-graded basic language skills program composed of 8 consumable workbooks designed for self study. Permits the student to develop and strengthen language skills at his own pace. Covers basic skills from letter sounds to word formation; from construction of simple sentences to construction of paragraphs to completion of basic business forms.	Houghton Mifflin	8 books $8.70 Individual Books $1.59
WORKING WITH WORDS, Books 1 and 2 Mildred Putnam	This worktext is designed for beginning readers - English-speaking and those for whom English is a second language. The skills of reading and speaking concurrently through oral and visual practice in letter, word and sentence patterns are presented.	Steck Vaughn	
	and		
WORKING WITH WORD PATTERNS, Mildred Putnam	As the companion worktext to Working With Words, this book continues to build upon the structures of words and sentences.	Steck Vaughn	

LEVEL I SUPPLEMENTARY READING

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
ALIKE BUT DIFFERENT, M. Goltry	Twenty-four short stories dealing with familiar problems: a boy's parents oppose his decision to become an actor..a group of girls torments a girl who is "different"..a boy who won't fight shows his courage another way...Exercises and open-ended questions follow each story.	Globe	$2.85
CITY LIVING, Laubach & Kirk	Eight stories related to city lives. Uses only short vowels.	New Readers Press	$.65
DAVID: FROM SHEPHERD BOY TO KING, Lawson	The story of David retold from the Bible. Color illustrated.	New Readers Press	$.40
FEELINGS ILLUSTRATED	Four booklets of 32 pages each. The booklets are entitled: Laughing, Loving, Playing, and Working. Each page has an excellent black and white photograph illustrating the theme of the booklet, but unfortunately, each photo bears a caption. However, if you cover the caption, these pictures could be well used either in Language Experience techniques or in ESL. Anyway - they're fun to look at.	New Readers Press	$4.00 per set
FROM WORDS TO STORIES, Guyton and Kielty	Begins at a very basic level with words, then sentences, and finally, stories.	Noble & Noble	$1.59
GOOD NEWS FOR NEW READERS, Series A and B	The series that helps people read the Bible for themselves while at the same time teaching reading.	American Bible Soc.	$.25 Series A $.50 Series B
IN THE VALLEY,	Seven easy stories related to rural life.	New Readers Press	$.65

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
NEW PRACTICE READERS, BOOK A	Short nonfiction selections (70-80 per book) followed by comprehension self test and vocabulary exercise called "Getting Ready for the Next Story."	McGraw-Hill	$5.24
NEW WAYS	Five stories aim to broaden the student's knowledge as he reads for pleasure.	New Readers Press	
POLLUTION: A BIG PROBLEM, Avery	Stories that deal with air, water, noise and soil pollution.	New Readers Press	$.50
SIGNS SERIES, Sol Gordon	Signs, More Signs, Signs of our Times, three picture books and a Teacher's Guide. Each book contains 32 pages of black and white photos. Pictures of street scenes, traffic signs, and storefronts are chosen for their excitement and their ability to arouse curiosity. These photographs incorporate the student's own experience, promote oral participation, and stimulate total language development while teaching the student to read signs.	New Readers Press	$2.95
STRANGER THAN FICTION, Halpern	36 very short stories from newspaper articles. Comprehension and vocabulary exercises and reviews. Topics range from doughnut holes to living on the moon to dating in other countries. Pronunciation guides included.	Globe Book Co.	$3.96
THE FIRST CHRISTMAS TREE, Bowman	Abridged and adapted from Henry Van Dyke's original legend from Germany.	New Readers Press	$.40
THE STORY OF JESUS (3 books), Laubach	Part I: Jesus' Birth and Ministry Part II: Jesus Death and Resurrection Part III: The Parables of Jesus	New Readers Press	$1.95

LEVEL I - COPING SKILLS

Consumer Economics

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
ALL ABOUT THE HALL FAMILY, Mitchel	Units 1-5 are planned for learners on the primer and first grade level. Units 6-10 are suitable for all who need motivation on the 2nd and 3rd grade levels. The stories relate everyday activities of a worker and his family.	Frank Richards	$3.95
BANKING YOUR MONEY (LAP)	Learning activity packet which includes banking forms, vocabulary lists, and games and exercises to help teach about banking.	Providence Adult Ed.	$.50
GETTING READY FOR PAY DAY	A three-book series: Book I - Checking Accounts Book 2 - Savings Accounts Book 3 - Planning ahead	Frank Richards	$1.50 each book
KITCHEN KNOW-HOW (LAP)	Teaches cooking terms, the four basic food groups, word search puzzle.	Providence Adult Ed.	$.50
MONEY IN THE POCKET Thomas Mooney	Volume IV in the Getting Along Series.	Frank Richards	$1.75
MONEY MAKES SENSE	Gives a brief history of money and pertinent facts about U.S. money. Teaches coin recognition, relative value of coins to the one dollar bill, the use of money, counting and addition.	Fearon	$3.20
MONEY, MONEY (LAP)	Value of coins, simple shopping problems, flash cards.	Providence Adult Ed.	$.50
MONEY, MONEY, MONEY Ruth B. Gross	Interesting little book on the origin of money as a medium of exchange. Barter and trade in many countries depicted. Clever illustrations.	Scholastic	$.75

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
YOUNG HOMEMAKERS AT WORK SERIES, Anne A. Weaver	Planning Meals and Shopping In simple steps, students learn how to plan meals, budget food money, prepare shopping lists, compare food stores, shop wisely, and store food.	Fearon	$2.20
	Getting Ready to Cook Basic information about equipping a kitchen, reading recipes, measuring ingredients, using a stove, kitchen health and safety, setting a table and serving meals, and keeping the kitchen clean.	Fearon	$2.20
	Young Homemakers Cookbook Practical meal planner takes the beginner step by step through a series of recipes from basic breakfasts to dinners.	Fearon	$2.20
	Planning Your Own Apartment Describes how to find a suitable apartment, problems to look out for, leases and rental agreements, budgeting income, essential furniture and appliances, credit buying.	Fearon	$3.00
WHERE DOES THE MONEY GO? Spitz	This worktext utilizes stories of three neighboring families to present sound ideas on money management. Exercises for comprehension.	Steck Vaughn	
TOO MUCH GARBAGE, Patricia Lauber	Simple ways to avoid wasting wastes are detailed here to help make the reader conscious of the battle to avoid pollution.	Garrard	$4.22

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
COMMUNITY RESOURCES			
YOUR FIRE DEPARTMENT (LAP)	How to report a fire, fire-fighting equipment words, firemen's gear.	Providence Adult Ed.	$.50
GOVERNMENT AND LAW			
SIGNS OF THE TIMES (LAP)	Reading and understanding road signs as seen in cities and on the highway. Student is taught to give and understand simple directions.	Providence Adult Ed.	$.50
YOUR POLICE DEPARTMENT (LAP)	Vocabulary associated with police officers and duties of the police.	Providence Adult Ed.	$.50
HEALTH			
AT THE DRUGSTORE (LAP)	Variety of items student can buy in a drugstore; understanding the directions on prescriptions, computing charges in the drugstore, services performed by a pharmacist.	Providence Adult Ed.	$.50
COUGHS AND COLDS (LAP)	Symptoms, medications and proper home treatment of colds.	Providence Adult Ed.	$.50
THE DENTIST (LAP)	Familiarizes the student with common dental procedures, presents the basic ideas of dental hygiene.	Providence Adult Ed.	$.50
THE HOSPITAL (LAP)	Explaining simple hospital routine, description of tests patient is likely to have, names of specialists, associating them with area of the body concerned, common objects and instruments found in a hospital.	Providence Adult Ed.	$.50

Occupational Knowledge

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
ELECTRICAL APPLIANCES, (LAP)	Names and functions of appliances.	Providence Adult Ed.	$.50
GETTING ALONG SERIES, Mooney	Vol. 1 After School is Out Vol. 2 Al Looks for a Job Vol. 3 A Job at Last Vol. 4 Money in the Pocket Vol. 5 From Tires to Teeth	Frank Richards	$1.75 each book
HOUSE HELPS Bea Avery	Eleven lessons teaching a basic vocabulary of words used in and around the house.	New Readers Press	$.50
JERRY WORKS IN A FILLING STATION	Text centers on Jerry and his job. He learns about paper forms, work shifts and cash registers. Reading exercises are provided at the end of each chapter. Much word repetition.	Fearon	$1.76
PACEMAKER VOCATIONAL READERS	Ten brand-new, down to earth specific job readers. Ready to Go (Auto Mechanic Helper) Someone for the Summer (Waitress) Until Joe Comes Back (Supermarket Stock Clerk) Power On and Start Print (Duplicating Room Worker) The Other Side of the Counter (Short order cook) Give the Kid a Chance (Baker's Helper) I'll Try Tomorrow (Gardener) Fitting Right In (Sewing Machine Operator) And It's So Quiet (Porter/Janitor) You Know How Children Are (Day Care Center Aide)	Fearon	Sold in sets

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
TOOLS (LAP)	Identification of common tools through pictures and exercises.	Providence Adult Ed.	$.50
TIME & TELLING TIME, Wiley	Lucidly explains how to tell time, and how different means of telling time developed. Teaches use of Roman numerals and explains parts of the day.	Fearon	$1.96

LEVEL I - BIOGRAPHY AND AUTOBIOGRAPHY

TURNING POINT: A COLLECTION OF SHORT BIOGRAPHIES, Kenneth Kieszak	Twenty-eight biographies of people from all walks of life. Pronunciation aids and multiple choice questions.	Globe	$4.40
P.T. BARNUM, KING OF THE CIRCUS, Groh	How P.T. Barnum gained fame and fortune and the title, "Greatest Showman on Earth."	Arcade Books	$1.38

LEVEL I - READING FOR FUN

ACTION LIBRARY I	A New Life for Sarita Silver Dollar Mystery House that Half-Jack Built The '50 Ford Ratcatcher of Whitestone	Scholastic Book Services	$2.40 each
ACTION LIBRARY A	Lane Four That Face in the Mirror The Carnival Mystery The Chase The Zero People	Scholastic Book Services	$2.40 each
MAGNIFICENT HOUSE OF MAN ALONE, Rushmore	An Osage Indian Story. Oil is discovered on the reservation and Man Alone builds a magnificent house.	Arcade Books	$1.38
BLACK IS BEAUTIFUL, McGovern	A book of beautiful photographs highlighting the color "black."	Scholastic	$.60
BLACK BEAUTY	A simple version of the old favorite.	Frank Richards	$2.65

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
CHOPPER, Bamman and Whitehead	One of a new series of aviation novels for teens, by the authors of the Checkered Flag series. Chopper deals with adventures in helicopters.	Addison Wesley	$3.00
PACEMAKER CLASSICS	Abridged and adapted masterpieces brought within the reach of new readers. Resembling commercial paperbacks familiar to everyone, each book is filled with lively 2-color drawings. Free teacher's Manual with each book. The Moonstone, Wilkie Collins The Last of the Mohicans, James Fenimore Cooper 20,000 Leagues Under the Sea, Jules Verne There is considerable controversy over the value of abridged classics for less able readers, some believing they have no place in adult remedial programs, others that a knowledge of the "classics" is essential to the education of all persons. Thus, as always, the choice is left up to the tutor who knows the student best.	Fearon	$2.32 each
WHEELS, Bamman and Whitehead	First book in the Checkered Flag series. Popular with car racing enthusiasts.		

BE SURE TO CHECK THE PROGRAMMED BOOKS AND SERIES
FOR ADDITIONAL SELECTIONS

LEVEL II- Students with intermediate ability (READ Test Levels E, F, G), Grade Levels 3-4.

BE SURE TO CHECK THE PROGRAMMED SERIES FOR ADDITIONAL BOOKS FOR STUDENTS

WORKBOOKS

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
BASIC READING, Book 1 and 2 Smith, Wilbert	Useful for comprehension but somewhat stodgy selections. Chapter headings include Understanding Meanings, Implication, Finding Rhyming Words, Making Compound Words, Using a Dictionary, etc.	Steck Vaughn	
CRACKING THE CODE, Rasmussen & Goldberg	Teaches decoding using pattern approach. Story material uses patterned words. For students who have not developed independent word attack skills.	Science Research Associates	$3.43 (Reader) $2.23 (workbook) $3.54 (Teachers Guide)
ENGLISH THAT WE NEED, Prevo	Instruction in simplified comprehensive grammar for the disadvantaged: Sentences, contractions, abbreviations, friendly letters, business letters, etc.	Frank Richards	$1.75
EVERYDAY ENGLISH, Smith & Wilbert	Designed to build better speaking and writing skills and to develop and strengthen skills in reading.	Steck Vaughn	
HIP READER 2 Pollack & Lane	Second book of rhyming stories, appealing to teens.	Book Lab	$2.25
OPERATION ALPHABET, Book 2	Each lesson contains new words a story, reading exercises and writing practice. The same objections about the subject matter that applied to Operation Alphabet I apply to this book.	Noble & Noble	$2.25 (Teachers Guide, $3.00)
PRACTICE IN READING, Smith & Wilbert	Basic workbook, similar to Adult Reader, but moves at a more rapid pace.		

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
NEW PRACTICE READERS Books B and C	Short non-fiction articles; comprehension self-test and vocabulary exercises.	McGraw Hill	
READERS DIGEST READING SKILL BUILDERS	Primary kit - levels 1-4 Intermediate kit - levels 2-6 Child-oriented but apparently popular with many tutors and students.	Readers Digest	
READERS DIGEST PRACTICE PADS	Practice Pads can help your students extend basic reading, writing, vocabulary and word-study skills. Each Pad offers practice work in phonetic and structural analysis, syllabication, comprehension, interpretation, critical reading, word meanings, and word relationships, organization of other word-study skills.	Readers Digest	$.99
READING ROAD TO WRITING, Robert Potter	Six textbooks which develop a working knowledge of practical grammar and usage skills. Five to seven lessons in each text and the books may be used in any order. Every lessons opens with a very short, high interest-easy reading story. Travel and adventure stories, science articles, biographies of famous people, etc. Each story followed by ten comprehension questions. The next part of each lesson zeroes in on a common grammar or usage problem, through examples drawn from the reading selection. The exercises that follow call for an active response from the learner. (Students may write in their texts or on separate sheets of paper.) Writing on Your Own, part 3, asks the student to put their skills to work in writing assignments.	Globe	$1.60 each text
SIGHTS & SOUNDS, Kravitz & Dramer Books 1 and 2	Twenty nonfiction selections, each 1 page long, with comprehension exercises.	Globe	$3.52 Book 1 $3.60 Book 2

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
SCOPE SERIES	WIDE WORLD/Scope Reading Skills/ Forty-eight true stories on subjects of special interest to teens. Multiple choice questions.	Scholastic	$.90
	DIMENSIONS/Scope Reading Skills/ Forty-eight true stories on rock music, sports, history, animals, fashions, and spies. Multiple choice questions.		$.90
	SPOTLIGHT/Scope Reading Skills/ Thirty-three stories: Aretha Franklin, teenage firemen, skydivers, Barbra Streisand, civil rights, etc. Fill-in questions.		$.90
	TRACKDOWN/Scope Language Skills/ Thirty-three lessons in mystery form build skill and confidence through high-interest-low-vocabulary content. Eight picture mysteries to be solved purely for fun and a mystery radio play add to the book's appeal.		$.90
USING ENGLISH, M.S. Robertson	A self-help workbook which provides study of troublesome verbs, capitals, punctuation, etc. Practice exercises and reviews. About 3rd grade level.	Steck Vaughn	
WORLD OF VOCABULARY, Rauch & Clements Books 1 and 2	High interest stories with selected vocabulary words boxed in orange. Variety of exercises following each story to reinforce vocabulary, develop comprehension, use interpretive skills. No noticeable sequence to vocabulary development.	Globe	$3.20 each
STEP UP YOUR READING POWER, Jim Olsen Book A	Forty-four selections, one page each, with question involving comprehension.	McGraw Hill	$4.36
ON THE WAY, Book 2 in the COMMUNICATIONS series, Bauer	Long vowels, homonyms, patterned words, use of context clues.	Follett	$2.25

LEVEL II - SUPPLEMENTARY READING

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
ALL IN A DAY'S WORK, Baygell and Ackerman	This text addresses itself to a concern of underachievers - what kind of work will I do? Each story deals with the nature of a different job: train conductor, salesman, bank teller, policeman, locksmith, mechanic, etc.	Globe	$3.80
OUR AMERICAN MINORITIES, Ann Elwood	This attractive text retraces the experiences of eleven groups: American Indians, Black Americans, Mexican Americans, Chinese-Americans, Japanese-Americans, Catholic-Americans, Jewish-Americans, Puerto Rican-Americans, Italian-Americans, the poor, and women. Learning aids include comprehension questions, vocabulary exercises, work with basic skills, and open-ended discussion questions.	Globe	$6.40
BEYOND TIME AND SPACE, Potter	Each selection in this "world of the fantastic" is preceded by a short introduction and word "warm up." Questions for reading improvement and discussion follow the selections.	Globe	Available Fall '77
TURNER-LIVINGSTON COMMUNICATION SERIES, Revised	138 structured daily lessons in six workbooks that help the student understand the facts, concepts, and opportunities in the world of modern communications. The Television You Watch The Phone Calls You Make The Newspapers You Read The Movies You See The Letters You Write The Language You Speak	Follett	$1.38 each book
	Teacher's Guide		$1.98

LEVEL II - COPING SKILLS

CONSUMER ECONOMICS

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
BE INFORMED STUDY UNITS	Unit 1 - Be Informed on Personal Credit Unit 2 - Be Informed on Buying a Car Unit 3 - Be Informed on Owning an Auto Unit 4 - Be Informed on Buying a House Unit 5 - Be Informed on Social Security Unit 6 - Be Informed on Renting a House Unit 7 - Be Informed on Finding a Job Unit 8 - Be Informed on Reading Your Newspaper Unit 9 - Be Informed on Taxes Unit 10 - Be Informed on Banking	New Readers Press	$.75
BUDGETING, Fishco, Ulmer, Dembinski and Cune	Follett Coping Skills Series. New! Emphasizes wise money management. Lessons cover analyzing what you spend and making a budget. Students evaluate and prepare budgets.	Follett	$1.80
BUYING USED FURNITURE (LAP)	Introduces the student to sources of used furniture and appliances; explains flea markets and garage sales; grammar and vocabulary exercises.	Providence Adult Ed.	$.50
FAMILY LIFE, I Prevo	Two social adjustment workbooks prepared for students in their last year at school. Book 1 lists chapters such as "Wedding Bells", "Finding an Apartment", "Budgeting", etc.	Frank Richards	$2.00
	Workbook		$1.50
GETTING A JOB, Randall	This book initially deals with the world of work, kinds of jobs that exist and qualifications for those jobs. The book then talks about job interviews, application forms, proper behavior on the job.	Fearon	$2.80

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
HOW TO FILL OUT APPLICATION FORMS, Piltch	Step-by-step approach to learning how to fill out employment applications. Designed to help understanding of important application words and to learn to respond accurately to specific direction demands.	Frank Richards	$1.50
HOW TO FIND A JOB (LAP)	This LAP was developed for unemployed or underemployed adults, and attempts to teach them the resources available.	Providence Adult Ed.	$.50
HOW TO SAVE GASOLINE (LAP)	How to recognize situations in which a driver is likely to be wasting gasoline, and to know what elements of car maintenance are most likely to help him conserve gas. Discusses alternate forms of transportation. Computation questions.	Providence Adult Ed.	$.50
FINDING WORK, Fishco, et al	Follett Coping Skills Series. New! This book concentrates on skills needed to find a job. Topics include want ads and other sources of job information, applications, and self-evaluation.	Follett	$1.80
I WANT A JOB and ON THE JOB	Simply written books, covering such information as "Getting a Social Security Card", "Getting a Work Permit", "Being a successful Worker", "Being Reliable", "Making Mistakes", "Keeping safe on the Job."	Frank Richards	$1.50 each
JOBS AND JOB MODELS/ACCENT	Lively stories about work experiences of adults. Retail Salesclerk and Service Station Attendant. Exercises that test comprehension in each book.	Follett	$1.29 each
JOBS FROM A TO Z, Gogin	Exercises for each letter of the alphabet, to stimulate interest in, and familiarize the student with, a wide variety of occupations.	Frank Richards	$1.75

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
MACK WORKS IN A CLOTHING FACTORY, Piltch	Of special interest if your city has a garment industry. Mack finds employment in the garment industry and learns the problems faced by the employees and employer and the adjustments in meeting them.	Frank Richards	$1.75
MAKING A BUDGET (LAP)	Teaches definition of a budget and concepts of fixed expenses, discretionary items, and priorities. Teaches student to make a budget for himself and acquaints student with need for flexibility and wise buying practices.	Providence Adult Ed.	$.50
OCCUPATIONS I Blakely & Schroeder	Book I covers careers in service, service in government, paraprofessional, clerical, hotel and restaurant, driving, and skilled manual occupations.	New Readers Press	$1.60
OCCUPATIONS 2 Blakely & Schroeder	Book II covers semiskilled, skilled, technical, clerical, and sales, paraprofessional occupations, as well as self-employed workers and jobs for supplementary income.		$1.60
OUTSIDE OF AN APARTMENT (LAP)	The outside fixtures of an apartment building. Exercises.	Providence Adult Ed.	$.50
THE POSTOFFICE (LAP)	Student learns necessary parts of addressing an envelope, mechanics of buying stamps and mailing packages, various kinds of mail. Crossword puzzle for fun.	Providence Adult Ed.	$.50
READ THE INSTRUCTIONS FIRST, Calvin Greatsinger	Everyday instructions: laundromat, charcoal lighter, getting a driver's license, cake mix, making long distance calls. Comprehension questions follow each printed form of instructions.		

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
SAVING ENERGY IN YOUR HOME (LAP)	Teaches need for conserving energy sources and suggests methods to do so.	Providence Adult Ed.	$.50
SMALL CLAIMS COURT (LAP)	Student taught which cases can be taken to small claims court; how to fill out an application for a hearing; examples of evidence; court procedures.	Providence Adult Ed.	$.50
SOCIAL SECURITY (LAP)	The student learns who gets Social Security and when, who is eligible for Medicare; how work credits are earned, etc.	Providence Adult Ed.	$.50
STUDYING FOR A DRIVER'S LICENCE, Donald Joyce	A simplified review of the driver's manual in easy-to-grasp outline form; a glossary of difficult words; fill-in review questions; more than 100 multiple choice questions resembling those on actual written driver's tests; 20 sample tests the student can score himself. Must be used in conjunction with the student's own state driver's manual.	New Readers Press	$1.50
TEENAGERS AT WORK, Dogin	An introduction to a work-study program. A variety of instructional materials in English, Arithmetic, and Social Studies makes this more than just a typical job orientation workbook.	Frank Richards	$1.75
THE TELEPHONE (LAP)	Teaches the student how to call the phone company for installation; how to understand charges; how to make long distance phone calls.	Providence Adult Ed.	$.50
UNDERSTANDING CREDIT CARDS (LAP)	The reasons for credit cards, applying for credit cards, understanding the obligation of their use.	Providence Adult Ed.	$.50

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
USING DOLLARS AND SENSE, Kahn & Bradley	This workbook is designed to help the student understand and solve basic problems involving money: spending, earning, and saving. Pages are perforated so that the student may keep them as reference. Contains a glossary.	Fearon	$3.20
WHAT IT TAKES Clayton	Paperback about an urban family's day to day problems. Covers such topics as getting and keeping a job, buying on credit, prejudice and gossip, home emergencies, inter-personal relationships.	Fearon	$2.68
	Teacher's manual		free
WRITE YOUR OWN LETTERS, Rosenfeld and Cass	Detailed instructions for students who want to write letters, both social and business.	Noble & Noble	$.81
Community Resources			
THE AIRPORT (LAP)	Airport vocabulary; how to take advantage of airport services and to read TV monitors in the airport; make airline reservations.	Providence Adult Ed.	$.50
HOLIDAYS (LAP)	Teaches calendar use and the significance of major American holidays.	Providence Adult Ed.	$.50
HOUSING (LAP)	Student taught to read classified ads; learn basic clauses in a lease and proper procedures for seeking assistance in housing matters.	Providence Adult Ed.	$.50

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
LIVING WITH THE RETARDED, Maxine Phillips	For everyone who needs to know how to relate to the retarded. Emphasis is on social awareness: both the problems of the parents and community acceptance of the retarded person.	New Readers Press	$.28
RESTAURANTS, (LAP)	Student taught to read menus; compute cost of meals and tip. Find-a-Food-Word Puzzle for fun.	Providence Adult Ed.	$.50
Government & Law			
OUR UNITED STATES, Blakely & Wolde	Popular textbook, newly-revised.	New Readers Press	$1.79
OUR UNITED STATES WORKBOOK, Adams and Hurless			$1.50
THE PEOPLE'S POWER, Baer	Rights and duties of U.S. citizens	New Readers Press	$1.50
Health			
ALCOHOL: FACTS FOR DECISIONS	Among the topics discussed are: effects of alcohol, cultural attitudes toward drinking, what responsible use, or nonuse, of alcohol means, drinking and driving, common myths about alcohol.	New Readers Press	$1.25
CAN YOU GIVE FIRST AID? Bontrager	Chapters discuss what to do before the doctor comes, the first aid kit, bleeding, shock, when breathing stops, broken bones, burns, bites, and poisons.	New Readers Press	$.50

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
FIRST AID (LAP)	Teaches student first aid vocabulary and how to use basic first aid techniques.	Providence Adult Ed.	$.50
BASIC FIRST AID Books 1,2,3,4 American Red Cross	Book 1 - Covers shock, bleeding, breathing and poisoning. Book 2 - Broken bones, burns, and emergency rescues. Book 3 - Head injuries, internal bleeding, heart attack, infection, snake bite, animal bites and insect bites. Book 4 - Treats of over-exposure to cold or heat, fire, electric shock, water safety, and special safety problems--food, choking, broken glass, etc. Excellent texts with simple, accurate language and 145 exceptionally clear illustrations lead the student step-by-step and provide immediate reinforcement of the concepts learned.	Doubleday and Co.	$2.95 each
EASY MEALS THAT PLEASE (Comidas Faciles Que Complacen)	Pamphlet printed in both Spanish and English, suggests easy nutritious meals to make using a pot, a pan, the oven or the breadboard. Printed in large type.	National Dairy Council	$.15
HAVING A BABY, Koschnick	Mothers-and-fathers-to-be, teens and preteens will find this book worthwhile. Titles: Conception and Pregnancy, Prenatal care, Giving Birth, The Baby and the Family, First six weeks, and Unwed Mother.	New Readers Press	$2.50

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
HEALTH, SAFETY AND SANITATION, Udvari & Laible	Emergency first aid, home first aid, home safety plan, knowing the signs of illness, home sanitation.	Steck Vaughn	$1.68
IMMUNIZATION (LAP)	Names of childhood diseases given in Spanish, Portuguese, Italian and Russian; immunization explained. Games and a post-test.	Providence Adult Ed.	$.50
LET'S EAT, Nancy Hedstrom	Nutrition and cooking plus lots of simple recipes. Humorous illustrations.	Mafex	$2.95
SAFETY: CHILDREN AT HOME, Janet Tracey	Stories of 3 preschool children and their incidents with the danger of poisoning. Preventative measures suggested.	Illinois Teacher	$.25
SAFETY IN THE HOME (LAP)	Identifying and correcting potentially dangerous household situations, responding correctly to emergencies.	Providence Adult Ed.	$.50
SMOKING (LAP)	Smoking as a health hazard, suggestions for possible methods to reduce and eliminate the habit. Exercises, games.	Providence Adult Ed.	$.50
WE ARE WHAT WE EAT, Spitz	Informative reading and instructional exercises about meal planning and preparation and economical shopping habits.	Steck Vaughn	$1.35
GETTING MEDICAL ASSISTANCE	Follett Coping Skills Series. Highlights means of getting medical assistance and guides the student to develop a complete list of local names and addresses of appropriate personnel.	Follett	$1.80

Occupational Knowledge

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
DO IT YOURSELF, Arnold & Posey	A manual describing the use and care of simple tools and materials commonly found in the home, and some projects and and activities involving the same.	Frank Richards	$1.50
CARPENTRY (LAP)	Correct names of carpentry tools and their functions.	Providence Adult Ed.	$.50
FIXING YOUR CAR (LAP)	Procedure involved in changing oil, air filter; method of winterizing a car; how to check and add water to car battery; change a flat tire; benefits of automobile clubs.	Providence Adult Ed.	$.50
PAINTING (LAP)	Correct names of painting tools and painting vocabulary. Student will be able to perform basic painting-oriented math problems.	Providence Adult Ed.	$.50
REAL PEOPLE AT WORK, SERIES I AND II	See description under Series Books.	Changing Times	$1.65 each
UNDERSTANDING YOUR PAYCHECK (LAP)	Explains components of a paycheck, i.e. regular pay, overtime, and tips. Teaches student to calculate and understand standard deductions, as well as other deductions such as union, initiation fee and dues, laundry and insurance.	Providence Adult Ed.	$.50
LEVEL II BIOGRAPHY AND AUTOBIOGRAPHY			
ADVENTURE IN BUCKSKIN, B. Wayne	Four biographies: Jed Smith, Trailblazer and trapper; Jim Bridger, Man of the Mountains; Kit Carson, Pathfinder of the West; Buffalo Bill, Wild West Showman. Also 7 short stories of the period.	Garrard	$4.84
BASEBALL HALL OF FAME STORIES OF CHAMPIONS	How Babe Ruth, Ty Cobb and three other greats made baseball history.	Scholastic	$.50

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
BLACK CRUSADERS FOR FREEDOM, B. Wayne	Biographies of Sojourner Truth, Frederick Douglass, Harriet Tubman, Booker T. Washington.	Garrard	$4.84
CLAIMING A RIGHT, Ringstad	Short biographies of 24 outstanding American Indians from colonial times to the turn of the 19th century. A man who invented a system of writing, a woman guide for the Lewis and Clark expeditions, statemen and military leaders striving to preserve their people's lands and culture.	New Readers Press	$1.50
CRAZY HORSE, SIOUX WARRIOR, Meadowcroft	The War Chief of the Oglala Sioux helped his people to unite and to defend their lands against the white settlers. Crazy House was a brilliant leader whose story is one of courage	Garrard	$$3.58
FREDERICK DOUGLASS FIGHTS FOR FREEDOM, Davidson	Adventure-filled biography of the black orator and honored historical figure.	Scholastic	$.60
HARRIET TUBMAN, GUIDE TO FREEDOM, McGovern	Dramatic story of a courageous woman who escaped from slavery yet returned to the South to lead others to freedom.	Scholastic	$.75
HARRY HOUDINI, MASTER OF MAGIC Kraske	Erich Weiss, who took the name of Harry Houdini, was one of the greatest magicians and escape artists of all time. His story is as exciting as his magic.	Garrard	$3.84
HOCKEY HEROES: The Game's Great Players, Sullivan	Four chapters on Bobby Hull, Howie Morenz, Maurice Richard. Large print.	Garrard	$3.28
INDIAN PATRIOTS OF THE GREAT WEST, B. Wayne	Biographies of Sitting Bull, Crazy Horse, Quanah Parker, and Chief Joseph.	Garrard	$3.84

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
KAREEM ABDUL JABBAR, The story of Lew Alcindor	Large print, simply written story of the basketball player.	Putnam	$3.98
KID FROM CUBA: Soilo Versalles, Terzian	The story of the shortstop of the 1965 pennant-winning Minnesota Twins.	Doubleday	$3.95
LEE, ROBERT E. Hero of the South, Graves	Lee, who led the Confederate Army in the Civil War, later worked for friendship among the states.	Garrard	$3.58
MARIA MITCHELL, Stargazer, Wilkie	An astronomer who discovers a comet.	Arcade Books	$1.38
MALCOLM X, Adoff	The story of the life of Malcolm X and his rise to become a forceful leader.	Crowell	$3.60
MARTIN LUTHER KING, Watson	The story of Dr. King's life is told in a compelling, yet easy-to-read style. Famous quotations of Dr. King appear at the end of each chapter.	New Readers Press	$.95
PROFILES: A COLLECTION OF SHORT BIOGRAPHIES, Clements and Burrell	Melina Mercouri, Vince Lombardi, Henry Kissenger, Boris Karloff, Pancho Gonzales are among the people profiled in this text. Comprehension and vocabulary practice included.	Globe	$3.96
THEY LOVED THE LAND, B. Wayne	Stories of James Audubon, John Muir, Luther Burbank, Rachel Carson	Garrard	$[illegible].84
WE HONOR THEM, Vol. 1, 2	Books in this series feature short biographical sketches of outstanding black Americans who have made significant contributions to America in a variety of fields.	New Readers Press	$.65 each
WILT CHAMBERLAIN, Rudeen	33 page biography of the great basketball player. Good drawings.	Crowell Pub.	$2.70

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
WOMEN WHO DARED TO BE DIFFERENT, B. Wayne	Biographies of Nellie Bly, (reporter); Annie Oakley (shooting star); Maria Mitchell (astronomer); Amelia Earhart, (flyer).	Garrard	$4.84
WRIGHT BROTHERS, Kings of the Air, Kaufman	Wilbur and Orville loved to build things; a printing press, bicycles, a glider and finally, the first self-powered airplane.	Garrard	$$3.58

READING FOR FUN

LEVEL II

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
ACTION LIBRARY 4	See under Series in back of book.	Scholastic	$1.80
ANNE FRANK, Abridged by Melina Blau	One of a series of "best sellers" specially abridged and edited to appeal to new readers. The famous diary of a young Jewish girl hiding with her family from the Nazis in Holland. (A Falcon book.)	Noble & Noble	$.60
ANGELITA NOBODY, Swinburne	One of a series of short novels about the lives and concerns of young people.	McGraw-Hill	$2.20
CASES OF SHERLOCK HOLMES, adapted by W. Kottmeyer	The master detective at work in four cases, adapted in such a way as not to lose their excitement.	McGraw-Hill	$1.60
CRY, BABY, W. Halliburton	Another in the series of short novels about the lives of young people.	McGraw-Hill	$2.20
CALL OF THE WILD, Jack London Abridged by Versa Plummer.	This famous story of a dog, set during the Klondike gold rush of 1896-8, shortened and set in large type. A Falcon book.	Noble & Noble	$.60

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
DARK SEA RUNNING, Morrill	Adventure of a tanker in WW II.	McGraw Hill	$1.48
DOUBLEDAY SIGNAL BOOKS	Civil War Sailor The story concerns a young man who stows away on the Monitor and takes part in the battle with the Merrimac.	Doubleday	$3.95
	Gracie A teenage girl, one in a large family of migrant workers, who becomes involved in the migrants' struggle for humane working conditions.	Doubleday	$3.95
	Black Soldier The story concerns a Northern black drafted for service in WW II. He and his friends must first struggle for acceptance by their own army; the story follows them as they finally enter the war and perform with honor.	Doubleday	$3.95
	The Mystery of the Flooded Mine The story features the use of scuba diving equipment and techniques to find gold.	Doubleday	$3.95
	Pro Football Rookie The story concerns a young man as he matures during his first professional season.	Doubleday	$3.95
FOLLOW THE FREE WIND, Brackett	The adventures of Jim Beckwith, an ex-slave, Indian scout, mountain man, Army scout.	McGraw-Hill	$1.48

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
THE HEIST, W. Halliburton	Bud was warlord of a street gang, but he's tested when he has to steal the Jewel.	McGraw Hill	$1.84
LEGENDS FOR EVERYONE, Elwood	Collection of 24 tales from our American past. Stories organized by region.	Globe	$4.40
LIVING CITY ADVENTURES SERIES, Ed. Mildred Freeman	Rush Hour Street Sounds Rooftops Modern multi-ethnic books. The stories focus not on racial or cultural differences but on the problems and dreams of young people.	Globe	$4.20 each
LIKE IT IS, A. Savage	Written in the language of the city. Twenty-seven stories explore real-life problems and situations.	Mafex	$1.95
NEW LIFE FOR SARITA, Durham	An ACTION book. Father-daughter-boyfriend conflict.	Scholastic	$1.80
NO GIRLS ALLOWED, Harvey	An ACTION book. Young surfers in love.	Scholastic	$1.80
ONE PUNCH AWAY, Greenya	Popular book with men. An ACTION book. Young fighter learns what it means to turn pro.	Scholastic	$1.80
OPENING DOORS, Stafford	Novel about family life. 29 short chapters.	New Readers Press	
POINTS OF VIEW Elwood & Raht	This text offers,not single stories, but sets of 2 and 3 stories. Each story tells about one event from 2 or 3 different points of view.	Globe	$4.12

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
SOMETHING ELSE, Greene, Ed.	Anthology of good modern writing. Twenty-four prose selections, two plays, thirteen poems. Black and white photographs, cartoons and drawings illustrate the stories.	Scott Foresman	$1.02
TALES OF MYSTERY AND THE UNKNOWN, Robert Potter	Eighteen high-interest reading selections, adapted from the classics in the fields of mystery and science fiction.	Globe	$3.60
TOP FLIGHT READERS, Bamman & Whitehead	By the authors of the Checkered Flag series. Six fastpaced aviation stories. CHOPPER - helicopters TEST PILOT - experimental airplane-glider HANG GLIDER - hang gliders and hovercraft BUSH PILOT - floatplane BARNSTORMERS - antique WW I planes BALLOON - hot air balloons	Addison-Wesley	$3.00 each
WHEN A TON OF GOLD REACHED SEATTLE, Montgomery	When a steamer carrying a ton of gold docked in Seattle in 1897, "gold fever" swept through the town. This dramatic story is of early Seattle and how people lived there in the gold rush days.	Arcade Books	$1.48
WHEN AMERICANS CAME TO NEW ORLEANS, Cavanah	Fast-paced account of New Orleans in the early 1800's. Colorful details of Andrew Jackson and the Battle of New Orleans.	Arcade Books	$1.48
WHEN CAPE COD MEN SAVED LIVES, Janes	The story of the U.S. Life-Saving Service and of the men who pitted their strength, courage and training against the wild winds and waves off the New England Coast in the early 1900's.	Arcade Books	$1.48
WHEN CHICAGO WAS YOUNG, McCague	From the founding of the tiny settlement of Chickagou to the Great Fire, this action-packed account describes the strength of Chicago.	Arcade Books	$1.48

LEVEL III - Students with functional readability (READ Test Levels H, I, J) Grade Level 5 and above.

WORKBOOKS

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
FULL SPEED AHEAD, Communications Series Bauer	Third in a series of moderately-paced workbooks.	Follett	
GO (CA) (EA) Goldstein & Spache	One of a series of good graded workbooks. Attractive format, new words, stories, comprehension exercises, wide variety of topics.	Educational Developmental Lab.	$1.75
GO:Reading in the Content Areas, Books 6,7,8	Reading lessons in science, math, literature and social studies.	Scholastic	$2.50 each
GROW IN WORD POWER	Vocabulary enlargement.	Reader's Digest	
LET'S LOOK IT UP, Patricia Waelder	Features reference material found in daily life, such as a dictionary or almanac, bus schedule, charts and graphs, or a retail catalog. Questions in each lesson develop reading comprehension on three skill levels-locating facts, interpreting facts and applying knowledge.	New Readers Press	$1.50
PREPARATION FOR HIGH SCHOOL EQUIVALENCY (GED), D. Turner	Diagnostic tests and plenty of practice tests for each of the five categories on the GED; correctness and effectiveness of expression, interpretation of reading material in social studies, interpretation of reading material in the natural sciences, interpretation of literary materials, general mathematical ability.	ARCO	$5.00
READER'S DIGEST SCIENCE READERS Books 6,7,8,9	Increasingly sophisticated levels in four major areas of science: Earth, Astronomy and Space, Matter and Energy, and Living Things.	Reader's Digest	$1.29 each

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
READER'S DIGEST SOCIAL STUDIES READERS 6, 7, 8, 9	Book 6 - (U.S., South and Central America) Book 7 - U.S. and Canada Book 8 - U.S. and Modern History Book 8 - The Non-Western World	Reader's Digest	$1.29
READING FOR SURVIVAL, Irene Reiter, Series Author	A series of four worktexts designed to improve not only reading skills but also the ability to understand, perform and achieve mastery of life skills in health and safety, government and law, community life, family life, and vocational knowledge. Reading passages and exercises are skill-oriented, giving adults relevant information and practice with the skills needed on the job or at home. Each worktext contains special vocabulary simply defined, exercises to improve dictionary skills, context clues to help interpret reading passages,precis of lesson objectives and a variety of drills and reviews. Reading Competence Eleven units: Reading and You, The Smart Shopper,Good Health , Getting Around, At Your Service, A Safe House, The Right Job for You, Making Room for the Family, Applying for a Job, You and the Law, You the Consumer. Reading Improvement Ten units: How to be a Good Driver, Eating Well and Right, Moving Around, Working, Forms on the Job, What's Happening, Where Does the Money Go?, You the Citizen, Your Benefits, Coping. Reading Performance Fourteen units: Which Doctor to Call? Understanding Health Insurance, Finding a Job, Applying for the Job,	Cambridge Book Co.	$5.00 each

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
	Budgeting Your Money, Buying a Car, Caring for Your Car, Maintaining Your Investments, Time Zones and Time, How to Get Around, Eating Out, What are Your Rights?, You Need a License, The Importance of Voting.		
	Reading Achievement		
	Thirteen units: Saving Your Money, Paying Your Bills, Buying on Credit, How Safe is Your Home?, What About the Baby?, Smoking, Drinking and Using Drugs, Our National Government, Our Court System, Paying for Government, Pollution and Resources, Who Will Help?, American Labor Unions, Labor and Management.		
READING POWER, 3 and 4 Cass	The second two books in a series of four workbooks, whose virtue is relevant material for adults, but whose drawback is a non-sequential approach.	Simon Schuster	$2.50 each
TIPS ON TEST TAKING: GETTING READY FOR THE GED	Sampling of questions student will encounter on the GED; guidelines to test-taking.	The Eagle ABE Montpelier, Vt.	
WHAT'S THE MEANING OF THIS? Bachrach	A language development activity word book, suitable for use with adults. Fun to use. 1,000 words, terms and idioms.		
WORLD OF VOCABULARY, Rauch and Clements (Books 3 and 4)	Workbooks with short, interesting topics, designed to increase vocabulary.	Globe	$3.20

LEVEL III - COPING SKILLS

Consumer Economics

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
A JOB FOR YOU, Dubnick	This little book goes into more detail than most occupational knowledge materials.	Steck Vaughn	$1.56
ACCENT/FAMILY FINANCES	These materials examine family budgeting and give detailed advice for the budgeter. Titles: Just Married, Family of Five, On Your Own, Head of Household.	Follett	$.99 ea. Instructor's Book $1.65 each
BANK BOOK, John D. Wool	A fully illustrated, comprehensive worktext on understanding banking.	Frank Richards	$1.75
BANKING, BUDGETING, AND EMPLOYMENT Lennox	A two-part worktext presenting in simplified form the terminology and procedure of banking, budgeting and employment. Includes such common forms as are encountered in everyday life, blank forms, completed forms (examples), vocabulary lists, maze puzzles, worksheet questionnaires, exercises and story problems.	Frank Richards	$1.95
BECOMING A CAR OWNER, Tein	Education for consumers on the many aspects of buying & owning a car. Topics discussed include how to get the best deal on a new or used car; financing, insurance and registration; operating costs; service and repairs.	New Readers Press	$1.95
BUYING AND CARING FOR YOUR CAR, Hughes	Discusses some practice aspects of buying a first car; financing, using credit, insurance and automobile jargon are discussed. A brief bibliography for the student is provided.	Gov. Print. Office	$.30

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
BUYING BY MAIL (LAP)	This LAP was developed to teach adults how to order and buy things by mail. Teaching activities include illustrated vocabulary lists, reading passages, comprehension questions, sample forms and games.	Providence Adult Ed.	$.50
CAR BUYING (LAP)	The student learns how to buy a car with a trade-in, to make informed judgements about buying a used car, and how to utilize the classified ads in newspapers to look for a used car.	Providence Adult Ed.	$.50
CAR INSURANCE (LAP)	Information and exercises on all aspects of car insurance from accident reports to insurance problems.	Providence Adult Ed.	$.50
COMPARATIVE SHOPPING (LAP)	Acquaints the student with unit pricing as used in supermarkets; enables student to compute the price per unit of different food items; makes student aware of sizes of containers and how to determine which is the best buy; familiarizes student with "dating" and promotes an understanding of [illegible]eat buying.	Providence Adult Ed.	$.50
FAMILY MONEY MANAGEMENT, Udvari & Laible	Understanding income, figuring expenses, family spending, understanding credit, family financial security. Mostly narrative, some exercises.	Steck Vaughn	
FORMS IN YOUR FUTURE, Goltry	Text-workbook that gives students experience in reading and filling out 24 actual forms they will encounter in everyday life.	Globe	$3.00

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
HOW TO BE A WISE CONSUMER, Cass	Text introduces the concept of a consumer and deals with topics such as food buying, clothing, buying appliances and furniture, installment buying. List of consumer words is included.	Oxford Book	$2.49
HOW TO FILL OUT APPLICATION FORMS, Ellis et al	Manual A: How to use this book, names, addresses, and abbreviations, telephones, birthdays, physical description, race and religion, marital status and dependents, health, in case of emergency, citizenship, military service, education, court record, comprehensive review.	Hobbs Contex Corp.	$3.20
	Manual B: Vocational skills, driving a car, licenses, foreign languages, record of work experience, references, job application (salary and working hours), social security, Loyalty Oath, signatures, final review.		$3.20
INQUIRY: CONSUMER EDUCATION, Rash	Chapters: Health and the Marketplace, Buyer, Beware!,Food for your Body, Food and Good Health, More for Your Money,	Globe	$2.40
IT'S YOUR MONEY, Books 1-2	These two books carry the theme of "A Consumer's Guide to Money Management" while reviewing the fundamentals of mathematics. Problems and exercises concentrate on daily problems of money management.	Steck Vaughn	$1.20
LIVING IN A CONSUMER'S WORLD, Finkelstein and Nitzburg	Encourages students to examine their own roles as responsible consumers. The six units (on buying cars, food, clothing, appliances, housing and insurance) present basic principles of economics in terms of real-life situations.	Globe	$7.32

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
LOW INCOME TEACHING KIT ON CREDIT, U.S. Dept. of Agriculture	Titles: What is credit? Where to get credit, Do's and dont's of credit, etc.	Gov. Print. Office	$.45
LABEL TALK, Greatsinger	Questions that follow each illustration develop reading comprehension in three skill areas: locating facts, interpreting facts, and applying knowledge.	New Readers Press	
MACHINE-AGE RIDDLES, Greatsinger	Mechanical devices with directions for their use. Student is to guess by reading the directions, the name of each machine.	New Readers Press	
NEW FABRICS, NEW CLOTHES AND YOU, Butman	Explanations of the various fabrics, along with tips for their care.	Steck Vaughn	
MEETING BASIC COMPETENCIES IN READING, Eileen Corcoran	A work study book to improve reading skills. The purpose is to provide review and practice materials for students who must meet minimum graduation standards in reading. Competency-based questions require the student to select appropriate information from labels, directions, advertisements, news articles, time tables, catalogues, and sales brochures.	Frank Richards	$1.75
REAL EXPERIENCES: Language in Everyday Use, Turner	The heart of every lesson is a short, realistic conversation, followed by comprehension and vocabulary-building exercise. Also provided are various practical activities related to the subject of the conversation. These include working with facsimiles of such real-life materials as a paycheck stub, an appliance guarantee, an auto insurance bill, and classified ads.	Globe	$3.60

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
THE MONEY YOU SPEND, Turner	Part of the Turner Livingston Reading series. This book is useful to the tutor teaching a young teenager. Topics are budgets, banking, part-time jobs, dating expenses, etc.	Follett	$1.29
UNDERSTANDING YOUR UTILITY BILLS (LAP)	Student learns to know the different types of heating bills: gas, oil and electric; learns how to read his electric meter and to understand and calculate his gas bill. The student will also learn how to save heat in his home in order to lower his fuel bills.	Providence Adult Ed.	$.50

COMMUNITY RESOURCES

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
DINING OUT SKILL TEXT	Functional language is presented through menus found in varying kinds of restaurants. Problems are presented through actual menus and restaurant prices.	Special Service Supply	$1.75
ENTERTAINMENT (LAP)	Student learns to understand the movie rating system, but most of the learning is confined to the entertainment offered in Providence, R.I. However, this would be a good guide for other localities who could make their own booklet on local entertainment.	Providence Adult Ed.	$.50

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
HOW TO USE THE LIBRARY, (LAP)	The objectives of this LAP are: to enable the student to get a library card, explain the card catalog, find books in the stacks, explain the parts of a book so that the student can find specific information, understand library fines and procedures, and to upgrade verbal and written skills.	Providence Adult Ed.	$.50
THE SIGNS OF LIFE, Hall	Second in a series of six workbooks designed to teach literacy, reading improvement and other language skills. Topics include learning about traffic, stores, safety, travel and office signs, as well as labels and abbreviations.	Regents	$1.25
WHERE TO GO, WHO TO SEE, WHAT TO DO, Udvari	The community, and where to go for social, health, employment, legal and recreation services. (Part of Family Development series.)	Steck Vaughn	$1.44
READING YOUR NEWSPAPER (LAP)	Teaches the student the sections of the newspaper, gives student practice in reading articles from different sections, allows student to use classified ads to practice comparative shopping and will learn newspaper related vocabulary.	Providence Adult Ed.	$.50
YOUR DAILY PAPER, Stein	Provides practice in reading the newspaper for information and entertainment. Selections include classified ads, comics, news stories, television schedules, headlines, and more.	New Readers Press (AVAILABLE OCTOBER, 1977)	$1.50

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
USING COMMUNITY RESOURCES	New! One of four books in the COPING SKILLS Series. Teaches the use of the telephone book, information and exercises about leases, utilities, and personal property insurance.	Follett	$1.80

Since each locality has its own resources, the local literacy organization should include in its library information on:

1. Bus routes
2. Adult basic education programs
3. Clinics
4. Craft programs
5. Day care centers and nursery schools
6. Museums and galleries
7. Theaters
8. Upcoming community events (fairs, craft shows, etc.)
9. Other enrichment sources for the students.

Government and Law

BE INFORMED SERIES, Units 5 and 9	Unit 5: Be Informed About Social Security Topics include Social Security, life insurance, disability income, health insurance and retirement income.	New Readers Press	$.85
	Unit 9: Be Informed on Taxes Topics include what taxes are, what tax revenues buy, and filing the federal income tax.		$.85
BEING AN INFORMED CITIZEN, Udvari	Comprehensive book on citizens' rights and responsibilities, voting, mass media, public opinion and propaganda.	Steck Vaughn	
BUILDING SAFE DRIVING SKILLS, Kelley	Chapters on traffic laws made by man (i.e., signs, "right of way", etc.) and those imposed by nature (i.e., braking	Fearon	

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
	time, gravity, etc.) and most general driving tips and rules. Also included is a section on how a car works. A Teacher's Guide and answer booklet accompany tne text.		
CONTRACTS IN EVERYDAY LIFE, Lipman and Furniss	Readers are informed through the description of actual cases, both humorous and serious.	Mafex	
FOOD STAMP PROGRAM, P.A. 1123	Every conceivable question about the program is answered in this pamphlet. The tutor may have to give some help in reading and explaining some of the terms used.	U.S. Dept. of Agriculture, Food and Nutrition Service	
FOOD STAMPS (LAP)	Designed to enable the student to understand the procedures for acquiring food stamps; to acquaint the student with relevant vocabulary needed to get and use food stamps; to give the student practice in computing the charges for coupons and money equivalencies.	Providence Adult Ed.	$.50
GETTING YOUR CITIZENSHIP (LAP)	Readings, dialogues and a variety of exercises. Also sample applications for naturalization.	Providence Adult Ed.	$.50
GETTING YOUR DRIVER'S LICENSE (LAP)	Teaches student how to get a driver's manual, to explain the motor vehicle laws, understand correct driving rules, right-of-way, and parking laws. The stucent will know what to do at railroad crossings and will demonstrate parallel parking.	Providence Adult Ed.	$.50

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
GETTING READY TO DRIVE, John Wool	An easy to read work-text with illustrations and diagrams presenting practical information that will be included on the written or oral test for a driver's license.	Frank Richards	$1.75
HOW TO REGISTER AND VOTE, Baer	Specific information on registering and voting in an easy-to-use guide for the new voter.	New Readers Press	$.35
KNOW YOUR SIGNS-BE A BETTER DRIVER Corcoran	Book 1 teaches basic sign recognition.	Frank Richards	$1.75
KNOW YOUR SIGNS-DRIVING INTERSTATE AND SUPERHIGHWAYS, Corcoran	Book 2 is specifically designed to prepare the driver to read expressway and highway signs, uniform traffic control devices, and pavement markings. Illustrated in color using the new standardization of signs for traffic control throughout the U.S.	Frank Richards	$2.25
THE LAW FOR YOU, Rev. Bohlman	One of the books in Accent/Consumer Education. How to avoid loss of income or property through legal misunderstanding.	Follett	$1.29
MEDICARE AND MEDICAID (LAP)	Students learn similarities and differences between Medicare and Medicaid and associated vocabulary, and how to compute Medicare benefit. Crossword puzzle exercise.	Providence Adult Ed.	$.50
VOTING (LAP)	Student will learn about the two major political parties and what each represents, "straight" and "split ticket" voting. The student will also learn the procedure to be followed on voting day and the importance of each vote.	Providence Adult Ed.	$.50

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
YOUR 1040A FORM, (LAP)	Discusses who should and who should not file 1040A forms. Student uses sample W-2 form to fill out a 1040A form for a single person as well as one for married persons.	Providence Adult Ed.	$.50
YOUR GOVERNMENT AND YOU	Teaches fundamental laws and rights of American government and gives an understanding of backgrounds of our democracy.	Frank Richards	$1.95
	Teacher's Guide		$1.00
Health			
A BALANCED DIET (LAP)	Teaches the student the four basic food groups and the foods contained therein; how to plan meals using the four food groups; the correct foods for dieting.	Providence Adult Ed.	$.50
ESCAPE FROM FEAR (AMOR SIN TEMOR)	These two publications, in Spanish and English, are in comic book form and explain the benefits of planned parenthood agencies and birth control.	Planned Parenthood of America	
HEALTH INSURANCE (LAP)	Different types of health insurance. Puzzles, exercises, grammar.	Providence Adult Ed.	$.50
HEART ATTACK (LAP)	Definition and prevention of heart attacks. Exercises, games.	Providence Adult Ed.	$.50
INSTRUCTIONS ON SAFETY (LAP)	Instructions on various areas of safety including first aid, driving, fire prevention.	Providence Adult Ed.	$.50
THIS IS YOUR BODY, James Olsen	Complete information about the systems of the body and how they work.	New Readers Press	$1.95

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
LOW INCOME TEACHING KIT ON FOOD FOR THRIFTY FAMILIES	Collection of pamphlets includes daily food guide, teaching leaflets on different kinds of foods.	Gov. Printing Office	$1.50
PATHWAYS TO HEALTH, Rash	A new series of six texts. Chapters consist largely of vignettes involving young people and their parents and neighbors. Scientific subjects are treated in simple but authentic detail and are illustrated by graphs, tables, pictographs and photographs. Drugs, Alcohol and Tobacco The Pollution Problem Protecting Your Health Safety and First Aid Mental Health Consumer Education	Globe	$2.40 each
PERSONAL HYGIENE (LAP)	Necessity for cleanliness and good personal habits. Exercises, games.	Providence Adult Ed.	$.50
PLANNING YOUR FAMILY, Phillips	Encourages the reader to begin thinking about family planning before marriage, describes both prescription and over-the-counter contraceptives, and calls attention to the drawbacks of other methods of birth control.	New Readers Press	$.35
TO BE A MOTHER TO BE A FATHER	Two pamphlets with down to earth information on conception and reproduction and birth control.	Planned Parenthood	$.25
VD: IT COULD HAPPEN TO YOU, Phillips	While emphasizing symptoms, treatment, and prevention of the major venereal diseases (syphillis and gonorrhea), this booklet goes beyond other publications to deal with other venereal diseases that are a growing problem and with non-venereal conditions that can frighten and upset the uninformed.	New Readers Press	$.35

Occupational Knowledge

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
BETTY CROCKER'S GOOD AND EASY COOKBOOK	Popular beginner's cooking guide; 400 no-fuss recipes including start-from-scratch and ones using convenience foods. Planned the way a meal is planned.	Golden Press	$6.92
ELECTRONICS (LAP)	Electrical tools, components, equipment - and their uses. Exercises.	Providence Adult Ed.	$.50
GARDENING (LAP)	Explains planting tools and procedures; transplanting and staking; teaches student to identify ripe vegetables and parts of a plant; bulb planting procedures and how to care for trees and shrubs.	Providence Adult Ed.	$.50
GETTING AND HOLDING A JOB, Schneider	Information on where to look for a job. After study, the book is designed to be retained by the reader as a source of special information later in such matters as fringe benefits, social security, unions, methods of salary payment, etc.	Frank Richards	$1.75
GOING PLACES WITH YOUR PERSONALITY, Kahn et al	Worktext provides an opportunity for discussion on personality traits and attitudes that are desirable for everyday living and the world of work. Comprehension and concept tests are provided.	Fearon	$1.88
HELP YOURSELF TO A JOB, Parts 1, 2, 3	Designed for underachievers slow learners in relation to occupational knowledge. Topics include: application forms, labor laws, medicare, pensions.	Finney Co.	$1.50 each part
HOW TO READ AND WRITE BUSINESS LETTERS	(Part of the Reading for Living Series)	New Readers Press	$.50 if purchased separately

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
JOB APPLICATIONS SKILL TEXT	This skill text is designed as a supplementary aid to the teaching of essentials in job procurement. There are many varied forms of actual job applications used in business and industry. Reading level does not apply to these applications and tutors will have to determine which applications a student is capable of handling.	Special Service Supply	$1.50
IT'S SEW EASY, (LAP)	Student learns to identify supplies and fabrics used; will know how to buy patterns, notions and fabrics. Teaches student to construct a pair of women's slacks; teaches how to repair clothing.	Providence Adult Ed.	$.50
OUT OF WORK, Ludwig	This book is an advocate for the person who has been abandoned by the world of work and needs help to survive, to get training, and to get a job. It explains how the Dept. of Labor figures unemployment, as well as how it feels to be counted among the unemployed. It tells how to get unemployment insurance benefits, welfare, and help from unions. It explains debt counseling. It tells about job training programs and gives close attention to apprenticeship, vocational schools, CETA, and programs for veterans, ex-prisoners, and handicapped persons. It examines job-finding techniques.	New Readers Press	$1.50
SERVICE OCCUPATIONS, Hunter and Throop	According to the U.S. Dept. of Labor, the greatest increase in job opportunities will take place in the service occupations. (con't.)	Frank Richards	$1.95

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
	This workbook tells step-by-step how any young adult can make an important place for himself in today's world. Mature subject matter, but controlled vocabulary.		
SIMPLE PLUMBING REPAIRS (LAP)	The student learns how to fix a leaky faucet; how to repair a toilet; how and when to use a plunger and other plumbing tools.	Providence Adult Ed.	$.50
SHOP MADE EASY Cattaneo	Use of hand tools for wood, metal, mechanical drawing, plastic.	Frank Richards	$2.95
UNIONS (LAP)	Student will be able to list three advantages in belonging to a union and will be able to write definitions of the following terms: strike, benefits, negotiations, and dues.	Providence Adult Ed.	$.50
WHAT IS ELECTRICITY? Corcoran	Contents include uses of electricity, some electrical experiments and practical electrical repairs.	Frank Richards	$1.00
WORK FOR EVERYONE, Prevo	A vocational worktext in which 14 young adults discuss their experiences in obtaining employment and descriptions of their jobs.	Frank Richards	$1.75
WORKING WITH WOOD, Horowitz	Basic worktext with many photographs designed for use with special classes in the wood shop.	Frank Richards	$1.75

Miscellaneous Publications

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
COMMUNICATING WITH OTHERS	Part of a "how to" series for adults trying to improve their life-coping skills, this booklet looks at the pitfalls and benefits of interpersonal communication. Topics include getting through to others; bad communication habits; importance of being a good listener; non-verbal communication; Also included is a section on making and keeping friends.	Steck Vaughn	
EVERYDAY READING AND WRITING, Laubach & Kirk	A "How To" book on such topics as: how to read personal and business papers, how to use the dictionary, how to read magazines, how to read maps, etc.	New Readers Press	$4.75
FINDING OURSELVES, Corcoran	A worktext stressing skills in locating ourselves by map in town, city, state, and country. Develops concepts of geography and includes simplified math problems and map study.	Frank Richards	$1.75
IT'S ON THE MAP, Waelder	Practice in reading many kinds of maps stressing the "bird's eye view" approach. The practice lesson does some direct teaching of map skills. Sample maps include road maps, bus & train routes, floor plans, trail maps, and a weather map.	New Readers Press (AVAILABLE OCTOBER '77)	$1.50
SETTLERS IN AMERICA, Lowrie and Stein	Designed to give each reader pride in his own heritage and appreciation for thet of others. Twenty ethnic groups are included.	New Readers Press (AVAILABLE OCTOBER '77)	$2.40

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
LEARNING GAMES FOR INFANTS AND TODDLERS, Lally and Gordon	This book provides parents and infant caregivers with a series of 64 games designed to intellectually stimuate and develop children from ages two months to two years. This book is a valuable asset for slow readers who are parents.	New Readers Press (AVAILABLE OCTOBER '77)	$2.40
LOW INCOME TEACHING KIT ON CLEAN CLOTHES, U.S. Dept. of Agriculture	Titles: The water you use to clean clothes, soaps and detergents, bleaches and germ killers, etc.	Gov. Print. office	$.55
SURVIVAL HANDBOOK FOR PRESCHOOL MOTHERS, Smith	Practical creative ways for disciplinging children, dealing with sibling rivalry and providing educational play.	Follett	$1.98
WHEN TEENAGERS TAKE CARE OF CHILDREN: A Guide for Babysitters, HEW	Chapters include: play appropriate to different age groups; hints on feeding and diapering; bedtime; first aid. While geared to babysitters, the suggestions would be helpful to parents, also.	Gov. Print. Office	$.25

BIOGRAPHY AND AUTOBIOGRAPHY

A CHOICE OF WEAPONS, Gordon Parks	The abridged version of the autobiography of the famous black photographer.	Noble & Noble	$.60
ARTHUR ASHE, Tennis Champion, L. Robinson	A black athlete who makes a place for himself in a white man's world and a white man's sport.	Doubleday	$3.50
CHARLOTTE FORTEN, Free Black Teacher, Esther M. Douty	Based on her own journal, this book describes Charlotte's exciting adventures nursing wounded Civil War soldiers and teaching newly-freed slaves in South Carolina's Sea Islands.	Garrard	$4.22

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
DOCTOR DAN	The story of Daniel Hale Williams, a Negro doctor, who performed the first successful heart operation and established the first interracial hospital in the U.S.	Doubleday	$3.95
Dr. J.: A Biography of Julius Erving,	This is an entertaining, well-written and easy to read biography of one of the most popular basketball players alive. The text follows Dr. J. through his childhood, college career, and pro years up to the middle of the 1974 season.	Doubleday	$4.95
FOUR TOOK FREEDOM, S. Philip	The lives of Harriet Tubman, Frederick Douglass, Robert Smalls and Blanche K. Bruce.	Doubleday	$1.45
GO UP FOR GLORY, Bill Russell	The abridged version of the as-told-to autobiography of the famous basketball star. A short editor's note and a separate 4-page teacher's guide are included.	Noble & Noble	$.60
GREAT RECEIVERS OF THE NFL, Bill Gutman	Cliff Branch, Harold Jackson, Riley Odoms, Charley Taylor, Bob Tucker, Paul Warfield, and Gene Washington.	Grosset & Dunlap	$1.25
HANK AARON, Bill Gutman	Outstanding ball player who holds all-time record.	Grossett & Dunlap	$3.99
HARLEM GLOBE TROTTERS, George Vesey	Fabulous and funny story of the world famous "clown princes" of the basketball court.	Scholastic	$.75
JOHNNY UNITAS, Joel Cohen	The life story of a frustrated boy to superstar, of the greatest quarterback in the history of pro football.	Scholastic	$.60

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
KAREN, Marie Killilea	A Falcon book. One of series of "best sellers" specially abridged and edited to appeal to mature readers of limited reading ability. A mother's story of her daughter, born with cerebral palsy. A short editor's note and a separate 4-page teacher's guide are included.	Noble & Noble	$.60
MARIA TALLCHIEF, American Ballerina Adele de Leeuw	Maria Tallchief, daughter of an Osage Indian, became America's first prima ballerina. Her career as a world famous dancer unfolds as she progresses from ballet lessons to the magic world behind the footlights.	Garrard	$4.22
PAUL LAWRENCE DUNBAR, Poet Laureate, Pearle Schultz	The story of America's first famous black poet reveals how the son of a freed slave achieved world acclaim as an author.	Garrard	$4.32
SHIRLEY CHISHOLM, Brownmiller	The Congresswoman who has established a reputation for outspoken talk about the critical problems facing America today.	Doubleday	$3.95
SHORT WORLD BIOGRAPHIES, Henry Christ	Here are stories of more than 30 outstanding men and women, including Bobbie Fischer, Evonne Goolagong, Indira Gandhi, Ralph Nader, and Pablo Picasso.	Globe	$4.20
SHY GIRL: The Story of Eleanor Roosevelt, Gilbert	First Lady of the World. The poignant and inspiring story of Eleanor Roosevelt from early childhood to her wedding day.	Doubleday	$3.95
SUPER SHOWMEN, Bennett Wayne	Biographies of Harry Houdini, Will Rogers and Walt Disney.	Garrard	$3.98
THREE JAZZ GREATS Bennett Wayne	Lives of William C. Handy, Louis Armstrong, Duke Ellington.	Garrard	$3.98

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
THREE WHO DARED Tom Cohen	Three separate true stories of young men, two white and one black, who went into the South to work in the civil rights movement.	Doubleday	$3.95
VIVA! FAMOUS MEXICAN AMERICANS, Crawford & Chapa	Singers, activists, politicians, religious leaders. Each selection followed by questions on comprehension, vocabulary, and discussion questions.	Steck Vaughn	$1.68
WE HONOR THEM, Vol. 2, and 3	Short biographical sketches of outstanding black Americans who have made significant contributions in a variety of fields.	New Readers Press	$.85 each
SADDLES AND SABERS, Black Men in the Old West, Anderson	When the West was won, black men were there. This book is a record of their deeds.	Arcade Books	$1.58

READING FOR FUN

LEVEL III

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
ACTION Books	Crash at Salty Bay (adventure of a sinking hydroplane). One Punch Away (popular story of a fighter who learns what it means to be a pro.	Scholastic	$1.80
ANDY, Phyllis Wood	A teenage love story, appealingly told.	Westminster Press	$3.95
BIG RED, Jim Kjelgaard	Adventuring with a red setter.	Scholastic	$.75
BLUES FOR A BLACK SISTER, Johnson	One in a series of mysteries about a black superdetective (Super Slade). Complete with sexy car, sexy lady and wild adventures.	Paperback Library	$.75

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
FACE OF DANGER	True stories and reports from Life magazine: Look Out for Sharks, The Run-away Train, etc. An exciting book.	Silver Burdett	
FALCON BOOKS	A series of 16 "best sellers" specially abridged and edited to appeal to mature readers of limited reading ability. Some books in the series are cited in Level II reading.	Noble & Noble	$1.25 each
	A Horse's Head - Evan Hunter		
	Hunter's absurdist comic novel.		
	A Tree Grows in Brooklyn - Betty Smith		
	The abridged version of the famous novel of a young girl growing up in Brooklyn.		
	April Morning - Howard Fast		
	The abridged version of Fast's Revolutionary War novel about a young boy becoming a man.		
	Dracula - Bram Stoker		
	Abridged version of the famous horror tale.		
	Fail-Safe - Burdick and Wheeler		
	An abridged version of the famous "doomsday" story.		
	Go Tell It On the Mountain - James Baldwin		
	Baldwin's first novel, of a boy growing up in Harlem.		
	Is That a Fact? Darling & Montague		
	This book deals very humorously with various old wives' tales, myths about food, health, race and history and other kinds of nonsense.		

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
	Listening Walls - Margaret Millar A modern murder-mystery.		
	Times 4: Four Science Fiction Tales Four famous science fiction stories: The Time Machine, H.G. Wells A Thief in Time, Robert Scheckly The Face in the Photo,Jack Finney The Business, as Usual, Mack Reynolds		
	West Side Story - Irving Schulman An abridged version of the novelization of the famous Broadway musical.		
GOING TO MEET THE MAN, James Baldwin	Short stories, mainly about life in Harlem. Good for poor readers due to the interest in subject matter	Dell	$.75
HUMAN CARGO, The Story of the Atlantic Slave Trade, Anne Terry White	Described with accuracy and feeling are the growth, practice and abolition of the Atlantic slave trade.	Arcade	$1.58
I'VE MISSED A SUNSET OR THREE, Phyllis Wood	What happens when two shy people meet and react to each other? Read about Jim and Rachel and how they helped each other.	Westminster Press	$4.50
MINI-MYSTERIES, Julia Piggin	Two or three page mysteries to be solved; answers printed upside down at the end of each story.	Scholastic	$.75
MORE STORIES FROM THE TWILIGHT ZONE, Rod Serling	Popular science fiction and supernatural stories.	Bantam	$.95
MOTORCYCLOPEDIA, Ed Radlauer	A Pix-Dix book for lovers of motorcycles.	Bowmar	$2.95
NORTH TO LIBERTY, The Story of the Underground Railroad, Anne Terry White	In this action-filled account, runaway slaves undertake the long and dangerous journey on the underground railroad in the hope of finding freedom in the North.	Arcade	$1.58

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
MYTHS AND FOLK-TALES FROM AROUND THE WORLD, Robert Potter	King Midas and the Golden Touch, Ulysses and the Cyclops, Death of Robin Hood, etc.	Globe	$4.40
REAL STORIES, BOOK 1	Actual news stories	Globe	$4.04
ROAR OF ENGINES, Clarke	An exciting close-up of all that is drag racing - the cars, the drivers, the crowds, the pits and the mechanics.	Doubleday	$3.95
STORIES OF JESSE STUART, adapted	Stories in rural settings by the well-known author and educator.	McGraw-Hill	$2.80
TALES OF MYSTERY AND THE UNKNOWN, Potter	Twenty high-interest selections adapted from the classics in the field of mystery and science fiction.	Globe	$3.60
THE HUDSON, River of History, Beatrice Lambie	Heroism, humor and history are woven into this colorful story starting with the exploration of the river by Henry Hudson in the Half Moon.	Arcade Books	$1.48
THE ST. LAWRENCE, Seaway of North America, Anne Terry White	This great river of Canada has given North America a new front door. Yet when the land was still unmapped, it was a highway of adventure for fur trappers, Indians, priests, nuns, soldiers and explorers.	Arcade Books	$1.48
YOUNG OLYMPIC CHAMPIONS, Gelman	Thrilling victories by Wilma Randolph, Bob Mathias, Cassius Clay, etc.	Scholastic	$.50

ENGLISH AS A SECOND LANGUAGE

The books listed in this category have been recommended to LVA by our ESL tutors. When the information was available, there is a short description of the book. Those books marked with an * are recommended by the ESL Task Force for inclusion in the ESL Tutor's Kit.

Background Reading for Tutors

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
THE SILENT LANGUAGE HIDDEN DIMENSIONS, both by Edward Hall	Important books on nonverbal communication.	Doubleday	$1.95 $2.50
BEYOND CULTURE Edward Hall	From the introduction to Beyond Culture: "What is called for is a massive cultural literacy movement that is not imposed but springs from within. Man can benefit from more as well as deeper knowledge of what an incredible organism he is. He can grow, swell with pride, and breathe better for having many remarkable talents. To do so, however, he must stop ranking either people or talents and accept the fact that there are many roads to truth, and no culture has a corner on the path or is better equipped than others to search for it. What is more, no man can tell another how to conduct the search."	Doubleday	$2.95
BIBLIOGRAPHY OF MATERIALS FOR VOLUNTEERS TEACHING ESL	Compiled by Jonathan McKallip Director of LV of Maine, in an effort to help volunteer ESL tutors gain insight into the cultures of other countries.	LV of the Pine Tree State	
COMMON SENSE OF TEACHING FOREIGN LANGUAGES, Caleb Gattegno	The author, the originator of the Silent Way, writes from two viewpoints: 1) as a student of language and 2) as a teacher of language. He dispels some myths--among these that the ability to repeat what a speaker has said is proof of retention and that memorization is the	Educational Solutions, Inc.	$5.95

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TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
	basic key to learning. His way, he explains, is a common sense way, employing the know-how students have already acquired in learning their own native language in the learning of other languages. He makes basic use of color-coded word charts and rods. His method and approach are explained fully here.		
SELECTED BIBLIOGRAPHY ON CULTURE AND CULTURAL MATERIALS, Eliane Condon	When ordering this, order Non Verbal Communication, Series 3. An excellent source for the tutor.	IRES INST. Rutgers Univ.	

OTHER PEOPLE - OTHER LANDS

These books are suggested to the tutor for her own use as guides to foreign lands and to share with her student.

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
LERNER ETHNIC STUDIES LIBRARY	American Indians, 2 vols. Chinese, Dutch, Czechoslovaks, East Indians, Pakistanis, English, French, Germans, Greeks, Hungarians, Irish, Italians, Japanese, Jews, Mexicans, Norwegians, Poles, Puerto Ricans, Russians, Scots and Irish, Swedes, Ukranians. Teacher's Guide These books were developed to help people understand that America is a nation composed of different ethnic groups and each has made a distinct contribution to the American character.	Lerner Pub. Co.	$2.95 each
SPECTRA Program, People of the World	The geography, the industry, the customs and the people of Frances, India, Japan, etc.	Scott Foresman	$2.64 each

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
A GUIDE TO WORKING WITH VIETNAMESE REFUGEES	A handy guide which covers Vietnamese history, people, social values, education, living conditions, economy, diet, and politics.	Literacy Volunteers of the Pine Tree State	
ENGLISH LESSONS FOR REFUGEE ADULTS: A Guide for Volunteers, Tutors and Teachers	Indochinese Refugees Education Guides, Adult Education Series #6. This helpful guide, designed for the inexperienced ESL worker but equally useful to the veteran, offers detailed information on teaching materials (ESL tests, Survival materials, vocational/technical vocabulary) and teaching methods (preparing/teaching the lesson, pronunciation, homework) for one-to-one tutoring of Vietnamese immigrants. A most insightful section, "Special Problems", offers direct help out of common difficulties such as "Your student insists on grammar lessons", "Your student is illiterate in his own language", "Your student doesn't think he needs more English" and so on. This guide, like all others from the Center, is literally packed with pertinent information.	Center for Applied Linguistics	
SIMULATIONS: STRATEGIES TO IMPROVE CROSS-CULTURAL UNDERSTANDING Winrow, and Others	This manual offers an excellent introduction to the use of simulations and games to foster learning as well as cross-cultural understanding and second-culture assimilation in the classroom. The introduction explains the concept and use of simulations. Following are two original simulations developed specifically for use at IRES Institute: "He Go," by Al Eyde, is a "social interaction process game... designed to provide...an opportunity to experience what may occur when representatives of a North American culture and a Latin American culture interact; (con't.)	IRES INSTITUTE	

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
	"New Ark" by Alan Goldsmith was developed "to determine the extent to which people use arbitration to obtain goals."		
GETTING TO KNOW THE VIETNAMESE AND THEIR CULTURE, Vuong G. Thuy	Do you know that the Vietnamese "shyness" is a function of their own culture? Have you been puzzled by Vietnamese social habits, their use of names or titles? This book was written with the intention of smoothing relations between the refugees and their sponsors and other resettlement workers. An enlightening account of the Vietnamese cultural heritage their education, values, and personal characteristics.	Frederick Ungar Pub. Co.	$2.95 (paper)
THAILAND, Rice Bowl of Asia, Jane Watson	A simple book to be shared with your student. Ways of life are changing in this land of pagodas and palaces, of rice paddies and canals. The nation's history, geography, and culture come alive in this graphic account of the country.	Arcade Books	$1.38
NIGERIA, Republic of a Hundred Kings, Jane Watson	Another book to be shared with your student. This journey through one of the liveliest of Africa's newly independent nations gives an introduction to life as it's lived today in Nigeria.	Arcade Books	$1.38
PUERTO RICAN AMERICANS: THE MEANING OF MIGRATION TO THE MAINLAND, Fitzpatrick	This is an examination of the role of the Puerto Rican in New York city; their impact on the city and their role in the making and shaping of the American nation.	Prentice Hall	
TUTOR GUIDES			
DIFFICULT SOUNDS AND STRUCTURES FOR THE SPANISH SPEAKING LEARNER OF ENGLISH	This brief paper explains in simple terms the main differences between pronunciation, stress and intonation in Spanish and English. Tips for the teacher are scattered throughout.	Adult Ed. Resource Center Lib.	

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
ENGLISH AS A SECOND LANGUAGE: FROM THEORY TO PRACTICE, Finocchiaro	A comprehensive book for ESL tutors; includes sections on learning a second language, developing language skills and cultural insights, teaching techniques, and testing. Quite technical.	Regents	$3.25
ENGLISH PRONUNCIATION: A MANUAL FOR TEACHERS	Combines two basic objectives: 1) introduction to the sound system (phonology) of English and 2) introduction to methodology for the teaching and learning of pronunciation--for teachers who have little or no exposure to the field of linguistics.	Collier Macmillan Int.	$2.00
*I SPEAK ENGLISH Ruth J. Colvin	The textbook for LVA's English as a Second Language Tutor Training Workshop. Contents include: Orientation and Testing, Listening Comprehension, Nonverbal Communication, Survival Skills, Language Skills, Basic Techniques, Goals and Lesson Plans, Citizenship and Other Cultures. Step-by-step instructions for the volunteer tutor or the professional who tutors conversational English.	Literacy Volunteers of America, Inc.	$3.75
ORIGIN OF AMERICAN IDIOMS, SLANG, AND EUPHEMISMS: A MONOGRAPH, Joyce Freundlich	An excellent introduction to the origin, evolution, and an assimiliation of several hundred American idiomatic expressions. It should prove valuable to the ESL tutor both as background and as a source for learning materials. Approach is generally chronological and not overly scholarly.	IRES INST.	

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
PRACTICAL GUIDE TO THE TEACHING OF ENGLISH AS A FOREIGN LANGUAGE, Robert Dixon	This text provides the tutor with concise, easy-to-follow information on teaching all phases of language. Separate chapters are devoted to the teaching of grammar, conversation, reading, vocabulary and pronunciation.	Regents	$1.95
SOME REFLECTIONS ON THE JAPANESE LANGUAGE AND "CHARACTER" WITH REFERENCE TO THE STUDY OF ENGLISH, Phyllis Skalski	This paper offers valuable insight into the problems Japanese people commonly experience in learning the English sound system. The interrelationship in Japanese between thought/speech/behavior are thoughtfully if briefly explained.	Adult Ed. Resource Center Lib. Jersey City State College	
TEACHING ENGLISH AS A SECOND LANGUAGE: AN INTRODUCTION FOR ADULT BASIC EDUCATION TEACHERS, Kenneth Mattran	This new manual is designed as an introduction to the teaching principles and methods of ESL and is directed primarily to those who have not been formally trained to work with ESL students. There are chapters reviewing the phonemic system of American English and the basics of its grammar and syntax; emphasis is on sentence patterns, the reader learning to identify basic patterns, construct pattern exercises, and devise various drills. Sample lesson plans, a sequenced outline for teaching sentence patterns, and a list of further resources are provided.	Avatar Press	$5.95
TEACHING ENGLISH AS A SECOND LANGUAGE: A SELF-INSTRUCTIONAL COURSE, New York State Education Dept. Robert Poczik and Associates.	This is a compilation of ideas techniques and applications that should be sufficient to turn any normally functioning adult into a competent ESL teacher. It is divided into five units which adequately	Check with your state's adult education resource center for this material. It was developed and distributed on a grant, and there is probably a copy in your area.	

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TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
	treat these areas: the nature and purpose of language, approaches to learning and teaching ESL; teaching oral communications skills, the English sound system, and language and its cultural context. Four pamphlets, five paperback texts, five cassettes.		
WHEN YOU TEACH ENGLISH AS A SECOND LANGUAGE, Jolly & Jolly	Written especially for the tutor with no previous ESL or teaching background. Begins with a brief chapter outlining why foreign-born persons have special problems; also includes chapters on testing, teaching techniques, and a bibliography. Outlines the most obvious speech problems for Chinese and Spanish speakers.	Book-Lab	$3.60
PICTURE BOOKS FOR ORAL ENGLISH			
*ENGLISH AROUND THE WORLD, Books 1-5, Marquart et al	Guidebook: Key element in the program. Thirty sections outline lessons incorporating other items in the program. Also explains potential learning problems for speakers of other languages and contains articles of interest to the ESL tutor.	Scott Foresman	$3.00
	Skills Book: Student's book consists of pictures only. Appropriate lessons are outlined in the Guidebook. The creative tutor can design his/her own lessons.		$1.65
*ENGLISH FOR A CHANGING WORLD, Wardhaugh et al	A new program for teaching English to adults. The essential materials are the Student Books and the Teacher's Editions. (con't.)	Scott Foresman	

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
	With this carefully structured program, teachers can effectively equip students to speak and understand English and to read and write it as well. Features: situational approach marked by informal, natural language; orderly presentation of English vocabulary and structures; lively, functional visuals; authentic representation of everyday life in an English-speaking environment; thorough guidance for beginning teachers.		
	Level I Student Book with Cue Book		$2.34
	Teacher's Ed.		$4.20
	Exercise Book		$1.20
	Cue Books (package of ten)		$3.60
*ENGLISH STEP-BY-STEP WITH PICTURES, Boggs & Dixon	Designed for beginning students. Covers a vocabulary of about 800 words, 16 new words each lesson. Pictures are used to reinforce new vocabulary, aid retention through association.	Regents	$1.95
ENGLISH THROUGH PICTURES, and a First Workbook in English, Gibson & Richards	Pocket book format. Five hundred words are introduced with the use of stick figure illustrations. The *First Workbook* conforms to the sentence structure taught in *English Through Pictures*. Not much space for writing answers.	Pocket Books	$1.25
ORAL ENGLISH, Thomas & Allen	Some of the pictures are child-oriented but most could be used successfully with adults.	Economy Co.	$1.60
PROGRESSIVE PICTURE COMPOSITIONS, Byrne	Twenty-six compositions of four pictures each, portraying everyday happenings, some with a moral, some with safety hints, some humorous, some picturing acts of kindness. Exercises opposite pictures ask the student to complete sentences about the illustrations.	Longman	$1.25

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
PICTURE PAGES, Linda A. Kunz	This is a set of nine picture pages--nine pictures to a page--illustrating daily routines, idiomatic expressions and simple actions. Suggested activities for teachers to initiate in conjunction with the picture pages are spelled out--conversation, structure, vocabulary, writing practice, dictation, etc. The pictures lend themselves to introduction of different tenses as well. Picture pages cover the areas: 1) The Workingman's Routine, 2) The Working Girl's Routine, 3) The Housewife's Routine 4) Want to/Would like to 5) Don't Want to/ Have to 6) Don't Like/Would Rather 7) 8)9) ed endings pronounced three different ways.	LINC Language Innovations	
	Nine packets of 20 individual picture pages		$6.00
	One set of nine ditto masters		$2.00
	Individual packets, including teacher's instructions		$1.00 each
ESL TEXTS AND WORKBOOKS			
AMERICAN IDIOMS AND IDIOMATIC USAGE, Whitford and Dixon	Over 5,000 of the most common idiomatic words and phrases. Each idiom is defined and its use illustrated in a sentence.	Regents	$2.95
AN INTRODUCTION TO CANADIAN ENGLISH, Carson Martin	This book uses many illustrations with questions following each picture. Good explanation to the teacher before each lesson. Dialogues simulate real conversation.	New Canadian Pub.	
	Student's Workbook No. 1		$1.90
	Teacher's Handbook No. 1		3.90
	Student's Workbook No. 2		1.75
	Teacher's Handbook No. 2		3.65
COMPLETE COURSE IN ENGLISH, Dixon	Sophisticated in tone and content for adult students.		
	Books 1-4	Regents	$1.75

TITLE & PUBLISHER	DESCRIPTION	PUB.	PRICE
CONTEMPORARY SPOKEN ENGLISH, Kane and Kirkland Books 1-5	These books were prepared at the Institute of Modern Languages for use in intensive programs of English for those who knew absolutely no English or have poorly developed audio-oral skills. Lots of drills, including most taught in the LVA ESL workshop.	Crowell	$2.95 each
*ENGLISH 1: A Basic Course for Adults Mackey	Learner's Book: 25 units for the beginning student designed for use with a teacher. Lots of oral work; short readings in the last units are at Level 5.	Newbury House	$2.75
	Teacher's Manual		$6.75
ENGLISH IN ACTION, Dixson	This text offers an excellent base course with emphasis on spoken English. Its many pictures insure quick vocabulary development and comprehension.	Regents	$1.50
ENGLISH THIS WAY, Books 1-6	This series utilizes dialogues pattern sentences, substitution drills, pronunciation and picture exercises to teach ESL. Word lists are at the back of each book. Teacher's manual contains articles instructing the tutor on how to teach dialogues, pattern sentences, and substitution drills, pronunciation, conversation, reading and vocabulary.	Collier Macmillan	
HANDY BOOK OF COMMONLY USED AMERICAN IDIOMS, Weiner	1200 idioms, defined and used in a sentence.	Regents	$1.00
*LADO ENGLISH SERIES, Books 1 and 2, Robert Lado	The student learns basic patterns through model sentences and simple explanations. Each of the 10-20 units per book has speaking, reading and writing practice.	Regents	$2.25 ea.
	Workbooks		$1.25 ea.

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
LET'S LEARN ENGLISH, Wright and McGillivray	Basic texts containing dialogues, conversation practice, pronunciation exercises, writing practice and vocabulary building; variety of exercises. Emphasis on oral English.	American Book Co.	
LET'S TALK, Mary Finocchiaro	Lively dialogues are an effective medium for reinforcing grammatical structures, practicing pronunciation and intonation, and stressing conversational fluency.	Regents	$2.25
MODERN AMERICAN ENGLISH, Book 1 Robert Dixson	Level 1 introduces basic vocabulary and fundamental structures, with reading in the form of simple dialogues and anecdotes. Conversation and oral practice focus on establishing correct basic sentence patterns and speech habits.	Regents	$2.25
	Skillbook 1		$1.25
	Workbook 1		$1.25
NEW ENGLISH 900, English Language Services Books 1-6	The successful philosophy that made the first edition of English 900 work has been retained. The six student texts contain the 900 base sentences upon which the course is built. Major new features are: increased student interest, base sentences introduced in context, attractive format, a Teacher's Annotated edition for each of the 6 books in the series.	Collier Macmillan International	
*NEW HORIZONS IN ENGLISH, Mellgren & Walker	Varied and stimulating practice in understanding, listening and speaking, reading and writing is offered on each level. Focus throughout is on motivation	Addison Wesley	

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TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
	comprehension, meaningful content, and student activity. The dialogues and readings, pronunciation practice, and tests which have designed especially for independent study and self evaluation.		
	Student book		$3.16
	Workbook		$1.60
	Teacher's Guide		$3.60
*ORIENTATION IN AMERICAN ENGLISH, Text 1 - 3 Hall & Costinett	Text 1: Ten lessons each divided into four parts: language used in social situations, responses, grammar and reading. Text 2: Ten lessons designed to teach conversational English while providing information on American culture. Readings (up to Level 5) range in subject matter from bus rides to vending machines to the laundromat. Text 3: Ten lessons in a format similar to Text 2. Readings (up to Level 7) concerning eating out, drive-ins, car and apartment rentals, parking tickets, etc.	Institute of Modern Languages	$3.95 text $2.75 workbook
PHASE ONE: LET'S CONVERSE, William Samelson	Geared primarily for the adult student on the college level, particularly the educated native of a foreign country, wishing to live and study in an English-speaking environment. Stresses conversational English used in everyday life experiences. The dialogues cover daily experiences such as making introductions, going shopping, taking a trip to the city, getting a job, visiting a doctor's office.	Reston Pub. Co.	

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
PRACTICAL CONVERSATIONS IN ENGLISH FOR THE BEGINNING STUDENT Eugene Hall	Presents models for many conversations that take place among English speaking people in their offices and homes, and in a variety of practical situations. Each dialogue is built around one or more grammatical structures. Questions follow that are designed to test comprehension and to relate the subject matter to the student's experience.	Regents	$1.75
SHORT COURSE IN SPOKEN ENGLISH, R. Mackin	Intended for those who have already studied English at school or elsewhere but without achieving any real mastery of the spoken language.	Oxford Univ. Press.	
STRESS AND INTONATION: PART I AND PART 2, Willard Sheeler	This book is mainly devoted to giving practice and drill on word stress, including noun compounds and word combination stress. Various intonation patterns are introduced ; detailed explanation of stress markings and intonation patterns is provided. Part 2: Practice and drill on the proper placement of the sentence or phrase stress, both in non-contrastive or "neutral" situations and in contrastive or emphatic statements.	Collier Macmillan Int.	
PRONUNCIATION CONTRASTS IN ENGLISH, Nilsen	Highly recommended to correct pronunciation problems.	Regents	$2.75

SURVIVAL SKILLS

BE SURE TO....

Teach your student his name, address and phone number in English and see that he carries a copy of this information with him at all times...

Make a map of your student's immediate neighborhood, listing major points of interest such as supermarket, church, library, laundromat, etc.....

Teach your student the English symbols for numbers, money, and weights ($, ¢, lb., oz.)

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
LEARNING ACTIVITY PACKETS (LAP)	These packets were originally developed for ESL students although they have proved useful in tutoring basic reading students, also. They are listed throughout the Bibliography on the appropriate reading level. Highly practical, down-to-earth subject matter, to be used as reading for the student or as guides for the tutor on the everyday, survival needs of the student.	Adult Ed. Providence, Rhode Island	$.50 stapled $1.00 bound
BORN IN THE USA, Behnke	A handbook for women for whom English is a second language and who are expecing a baby. Pertinent information about American hospitals, terms, pre-and-post natal care, vocabulary lists, and lists of questions for the doctor, or answers to questions the doctor may ask in Chinese, French, Korean and Hindi.	International Affairs Office, Univ. of Mass.	
ENGLISH FOR SURVIVAL (Ingles Para Sobrevivir) Books 1-3	Developed especially for Spanish-speaking people but practical content and dialogues could be used by anyone learning to speak English. Highly recommended because of its emphasis on practical coping skills.	Latin America Family Education Program	$5.95 each
MEDICAL GUIDE (Guia Medica)	(Spanish-English) This useful book presents words, phrases, and sentences with their equivalents, bilingually, to help communication between medical personnel and patients when one is Spanish-speaking and the other English-speaking.	Regents	$1.00

WHEN YOUR STUDENT IS READY TO READ . . .

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
EASY READING SELECTIONS IN ENGLISH, Robert Dixson	The interesting articles short stories, and anecdotes have been simplified and adapted for beginning students, with vocabulary held to approximately 1,000 words. The contents are suitable for use after as little as six months of English study, while the humor, charm, and interest of the selections make them enjoyable reading for students of all ages.	Regents	$1.75
ELEMENTARY READER IN ENGLISH, Robert Dixson	Absorbing short stories by some of the best-loved American and English authors have been simplified and adapted for intermediate and advanced students. Works by Washington Irving, O. Henry, Poe, and Hawthorne,among others, are divided into sections suitable for single lesson periods, and followed by questions and exercises for conversational practice.	Regents	$1.75
FAMILY LIFE IN THE U.S.A., Alesi and Pantell	This book tells the story of an average immigrant family in the U.S. Its vocabulary and sentence structures are simple and carefully graded, but the content reflects adult interests. Each lesson includes two readings - the second more difficult than the first - plus exercises in comprehension, grammar, pronunciation, and conversation.	Regents	$1.50
HELP YOURSELF TO READ, WRITE, AND SPELL, Loesel	Book 1: Teaches vocabulary with illustrations. Plurals parts of speech, spelling, and sentence writing are emphasized. Twelve units include these topics: cars and driving, cooking and sports, the workshop. Phonics and parts of speech sections conclude the book. Book 2: Format similar to Book 1. Ten units cover the department store, law and order, weather, space, being a citizen, etc.	Ginn	$4.14 ea.

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
HISPANIC PERSONALITIES, Celebrities of the Spanish-Speaking World, Wohl and Ruibal	This is an exciting collection of forty biographies and glimpses of some of the most distinguished men and women of the Spanish-speaking world of yesterday and today. This book profiles some of the novelists, playwrights, doctors, rebels, liberators, musicians, statemen, artists, entertainers, and others who have made and are making significant contributions to the world, including Cervantes, Bolivar, Munoz Marin, Juarez, Borges, Mistral, Continflas, etc. The book is intended for intermediate and advanced ESL students and includes exercises for each of the twenty-nine longer biographies.	Regents	$3.95
LET'S TAKE A TRIP, Echols	Each lesson consists of a narrative describing a particular part of the U.S., a short play, drills and exercises.	American Book	
LONGMAN STRUCTURAL READERS	Stage 1 may be used as soon as reading is introduced. Subject matter is mainly contemporary and many of the titles have been especially written for the series. Fully illustrated. Among the titles are: Car Thieves - L. G. Alexander The Battle of Newton Road - L. Dunkling King Henry from Shakespeare K's First Case - L. G. Alexander	Longman, Inc.	$.75 each
LONGMAN'S BOOKS IN EASY ENGLISH	These books are adult in subject matter but simple in style and vocabulary. Among them are: Dead or Alive It Happened This Way Stories of Today Old Gold and Other Stories	Longman, Inc.	$.85 each

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
MODERN SHORT STORIES IN ENGLISH, Robert Dixson	Seventeen short stories by well-known authors, deal mainly with present-day American life, but their themes are universal: love,work, and the human condition. Comprehension questions, sentence construction exercises, and vocabulary practice.	Regents	$1.75
MY COUNTRY, Smith and Lutz	Very simple, very dull about the U.S. government - local and national.	Steck-Vaughn	$1.44
NO HOT WATER TONIGHT, Bodman & Lanzano	This book deals with real-life situations. The student will read about people and events with which he can empathize. Realistic without being pessimistic. Twenty-five chapters, each introduced by a vocabulary section. Following the reading selection, there are comprehension, and vocabulary and excellent exercises at the end of the book.	Collier-Macmillan	$3.95
THE PROUD MEXICANS, Decker and Marquez	An unusual collection of biographical sketches of 60 Mexicans who have contributed significantly to the growth of Mexico. Each one of the biographies has been selected for variety, historical value, and cultural significance. Special attention is given to the heroism of young people and to the early struggles of Mexicans who achieved fame in later life. Comprehension questions, Activity questions (designed to encourage personal involvement, pronunciation guide, exceptional photographs.	Regents	$3.95
STRUCTURED ENGLISH READERS, McCallum	For those students who say, "I understand the words, but I still don't understand the sentence." Low-level vocabulary couched in complicated structures--or vice-versa.	Collier Macmillan Int.	

DICTIONARIES FOR ESL

A bilingual dictionary, English and the language of your student, is a must for the ESL tutor. A few suggestions follow:

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
MI PRIMER DICCIONARIO ILLUSTRADE DE INGLES Dixson & Fox	For the very young student, primarily, but might prove useful for the older student.	Regents	$2.50
TU-DIEN DICTIONARY ENGLISH-VIETNAMESE Kim-ly Molling	The English word is given with the Vietnamese and vice versa. Definitions are not given, just equivalents from one language to another.	Vietnamese-American Co.	$2.50
RANDOM HOUSE VEST POCKET DICTIONARIES	Spanish-English, Italian-English, Russian-English, German-English, etc.	Random House	$1.45
VIETNAMESE-ENGLISH PHRASEBOOK.	Useful word list for English speakers. This phrase book also provides a brief but sound introduction to the basic structures and some intricacies of the Vietnamese language.	Center for Applied Linguistics	$2.00
ENGLISH-VIETNAMESE PHRASEBOOk	Useful word list for Vietnamese speakers. The English phrases in this book are grouped by subjects and have been selected for their directness, brevity, and relevance to the needs of newly-arrived Vietnamese refugees.	Center for Applied Linguistics	$3.00
For the more advanced ESL student...			
AN ENGLISH READER'S DICTIONARY, 2nd Ed.	This dictionary offers about 12,000 entries, about 300 illustrations. Designed for ESL learners who completed an elementary English course.	Oxford	$2.50
THE PROGRESSIVE ENGLISH DICTIONARY, 2nd Ed.	Offers a slightly more sophisticated guide to vocabulary likely to be met in general conversation, reading, and mass media.	Oxford	$1.50

GAMES AND REALIA

DEVELOPMENTAL LEARNING MATERIALS

7440 Natchez Ave.
Niles, Ill. 60648

BUILDING MATCH-UPS	bank, gas station, drug store, etc.	$3.25
CLOCK STAMP	3-inch rubber stamp with numerals but no hands so tutor or student can draw in appropriate or desired time.	$3.50
FUNCTIONAL SIGN MATCH-UPS	(Bingo type game) Safety and social signs; telephone, Poison, Closed, Toilet, etc.	$3.75
COINS AND BILLS	82 coins and 45 bills as realistic as legally possible.	$3.50
MONEY DOMINOES	Help to the student to learn money denominations and calculate amounts of money.	$2.50
OCCUPATION MATCH-UPS	A Lotto game. Teaches vocational and occupational awareness, categorization.	$2.25
OPEN SEQUENCE CARDS	Eighteen different situations divided into 5 sets. When each sequence card is completed, the student is encouraged to describe the situation.	$3.25
PEGS	The plastic pegs come in a set of forty each of six basic colors. Might be used in place of rods for beginning ESL student.	$3.00
PLASTIC CLOCK	Handy 3" diameter plastic clock to aid in practicing telling time.	$.75

SEQUENTIAL PICTURES CARDS SET III

Sequential thinking in terms of seasonal and twenty-four change, growth, production and daily activities. Good for vocabulary building, and time sequence. $3.25

SHOPPING LISTS GAME II

Consists of four master shopping lists that give price lists for clothing, sporting goods, pet supplies and drugstore supplies; eight small shopping list ninety-six small cards with pictures of the individual shopping items and an assortment of cardboard coins and paper bills. $6.75

FLASH PICTURES
Kreider & Sutherland

Follett's Michigan
Book Store
322 S. State St.
Ann Arbor, Mich. 48108

Two hundred and fifty-two cards with stick figure illustrations in color-coded categories: verb, time, place, people, transportation, countable nouns, uncountable nouns, adjectives.

$83.70

BOOKS

Title & Author	Description	Pub.	PRICE
GAMES AND BUTTERFLIES (ESL RESOURCE BOOK) Kennedy-Sarkisian	Listening, speaking, reading and writing games. Divided into levels; some use words, others sentences, others "more than sentences." Well-organized and easy to use.	Cambridge Adult Learning Center	
HARD TO LEARN THAT ENGLISH SECOND LANGUAGE BLUES (record)	Fun to liven up a workshop.	Collier-Macmillan	

ESL PERIODICALS

ETC.	A reading supplement for English language learners.	ETC. Press	$6.00
INTERVIEW	Collier Macmillan International publication, touting new books but containing much of interest to ESL teachers.	Collier-Macmillan Int.	
MOSAIC	Extremely useful publication for ESL programs.	IRES Inst.	$5.00 per sub.

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
AN ESL CURRICULUM (LINC)	This material is suitable for any oral proficiency level - beginner, intermediate or advanced. Each page of the curriculum is set up in 3 columns: (1) Student Behavioral Objectives (the things students should be able to do with newly-acquired language (2) Possible Structures, which are those grammar items students are likely to need to meet the specified objectives, and (3) Possible Contexts, which are suggestions of situational contexts in which these new structures could be introduced and learned successfully. Included in the Curriculum are 100 basic structures involving rods, some intermediate and advanced structures, basic information questions, and 100 verbs with irregular past forms. PICTURE PAGES are used in this program and are described on page 73 of this Bibliography. About LINC..... "LINC is a non-profit group organized by 13 New York City ESL teachers in 1972. The membership is 25. It is a community of full-time classroom ESL teachers, who spend their leisure time, not leisurely, in searching for, examining, discussing, practicing, and spreading new ideas in the field of ESL." (TESOL Newsletter, 6/76)	Language Innovations, Inc.	$3.00

ESL CITIZENSHIP AND THE USA

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
BECOMING A CITIZEN SERIES, Federal Textbook on	Our American Way of Life Twenty chapters with speaking and reading practice on practical matters in American life, the Constitution, and how to become a citizen.	U.S. Gov. Printing Office	$7.10 for 3 books
	Our United States Seventeen chapters on survival skills in the U.S., history of our government, and citizens' responsibilities. Each "story" is preceded by a brief introduction and vocabulary words; comprehension and word meaning exercises follow. The Declaration of Independence and the Constitution appear at the back.		
	Our Government Sixteen chapters about U.S. government, including state and local. Preceding each selection is a brief foreword, a discussion question, and a vocabulary exercise.		
GOVERNMENT BY THE PEOPLE, Katie Baer	This text tells the story of the federal government in a clear and interesting way. It discusses the beginnings of our nation, examines amendments to the Constitution and what they mean. It explains how the executive, legislative and judicial branches are organized today. This discussion includes the duties and qualifications of the President and Vice-President, the role of the Cabinet, other agencies in the executive office, the structure of the Federal bureaucracy, law-making and other powers of Congress, Congressional leaders and committees, and how the Supreme Court works.	New Readers Press	$1.95

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
YOUR GOVERNMENT AND YOU, Hoek	Tutors will find this book to be most helpful in teaching the fundamental laws and rights of American government and giving an understanding of the background of our democracy.	Richards	$1.95
THE USA, Dixson	Book 1: The Land and the People (Vocabulary range, 1200 words) Deals with different regions of the U.S. and describes the men and events that helped shape these regions. Book II: The USA - Men and History (Vocabulary range 1600 words) Historical profiles of twenty-three famous American men and women. Book II: Men and Machines (Vocabulary range 2400 words) The stories of the challenges triumphs and achievements of thirty-three Americans in science and industry.	Regents	$1.75 each
SOCIAL SCIENCE READERS, 3-6	Books 4 and 5 are especially good background reading, on American history, with low level reading and interesting illustrations.	Readers Digest Ed. Div.	$1.65 each
QUESTIONS AND ANSWERS ON AMERICAN CITIZENSHIP, Weiner	An ideal book for tutors and students of social studies, government, civics, problems of democracy, history, current events, elementary English and citizenship. Entire book is knit together by comprehensive review questions and answers.	Regents	$1.50

READING IN CORRECTIONS

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
CRIME IN AMERICA, Ramsey Clark	Observations on the nature, causes, prevention and control of crime.	Pocket Books	$1.50
DISCRETIONARY JUSTICE, Kenneth C. Davis	From the *Virginia Quarterly Review*: "This excellent book by one of the nation's outstanding authorities in the field of administrative law, focuses on the potentials for injustice in the day-to-day operation of the machinery of government...a carefully considered, ably articulated, closely reasoned call for a re-direction of attention, thought, and research...a pioneering and significant contribution to the literature of law, of jurisprudence, public administration, and political science."	Univ. of Illinois Press	$2.45
THE FELON, John Irwin	Based on in-depth interviews and two years of participant observation of felons, this book traces the career paths of such criminal types as the thief, the hustler, and the junkie, as well as the non-criminal "square John." The career of the felon, from early environment to crime in prison, to parole, is explored from the point of view of the felon himself, a viewpoint seldom considered by the "straight" society in which the felon must learn to function.	Prentice-Hall	$2.45
FOUNDATION FOR CHANGE BOOKLETS	Minorities and the News Media Minorities and the Courts Minorities and the Police Minorities and Jobs Minorities and Prisons Minorities and Education Minorities and Housing	Foundation for Change, Inc.	$1.00 per set

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
JAILS: THE ULTIMATE GHETTO OF THE CRIMINAL JUSTICE SYSTEM Ronald Goldfarb	An inside look at the appalling conditions in the nation's jails; an attempt to find some solutions and, primarily, a book to educate the reader 1) to the differences between a jail and a prison; 2) to the need for reform of the entire correctional situation within our country; 3) to the need to separate first-time offenders awaiting trial from hardened criminals and moral deviants who have been convicted several stimes previously; 4) to the need to streamline, modernize and humanize the correctional system to avoid lengthy stays of the diverse groups of people--illegal immigrants, vagrants, debtors, drunks, the merely troublesome, the rejected, the sick, the poor, the addicts, the youngster in trouble--grouped together or awaiting trial or other disposition of their cases. This is more than just an expose; it is the searching attempt to examine society's ills and outcasts and arrive at meaningful answers that can be implemented at reasonable cost.	Doubleday	$9.95
JUVENILES AND THE LAW	This is a paperback book to share with your student if he or she reads at the 5th grade level.	XEROX	
KNOW YOUR LEGAL RIGHTS	Good information in cartoon form.	Channing Bete Co.	$.25
POLICE SERVICES FOR OLDER CITIZENS	From Crime, Safety and the Senior Citizen, a reprint from Police Chief (Vol. XLIV, Number 2, Feb. 1977, devoted entirely to a symposium on Crime and the Elderly.	HEW	

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
PRISONERS AND THE CRIMINAL JUSTICE SYSTEM: AN ANNOTATED BIBLIOGRAPHY	This pamphlet recommends forty-three publications chosen for their readability, availability and timeliness as well as for excellence of content. The editors, themselves onetime prisoners or friends of prisoners, have selected a variety of historical studies and commentary, recent nonfiction, and some fiction, to provide a basic collection which attempts to show constructive directions for change in our criminal justice system. There is a thoughtful introduction to each brief section.	American Friends Service Com.	$.50
READING RESOURCE BOOK FOR CORRECTIONAL EDUCATION			
AND	Both from	Clearing House for Offender Literacy Programs	
READING NEEDS ASSESSMENT FOR CORRECTIONAL EDUCATION			
"TO MY BROTHER WHO DID A CRIME......" Barbara Habenstreit	This is a moving account of young offenders who became part of an early parole program sponsored by Long Island University, where they lived in the dormitories and studied for high school equivalency diplomas and college degrees. In their own words they describe the strange and arbitrary world of our prison system; the author provides background, commentary, and follow-up narrative on many individuals.	Doubleday	$4.95
YOUR LEGAL RIGHTS, Norwick	Making the law work for you, including criminal law, family law, birth control, abortion, rights of children, students' rights.	John Day	$7.95

MIGRANT READING

The following books and articles are suggested reading for information on the migrant farm workers. We are grateful to the Geneseo, N.Y. Migrant Center for these suggestions.

AMERICAN INDIAN, THE: A CASE BOOK	Hayden Book Co.
AMERICAN INDIAN TODAY, THE Lurie & Levine	Penquin Books
ATTITUDINAL CHARACTERISTICS OF MIGRANT FARM WORKERS: EDUCATION OF MEXICAN AMERICANS IN RURAL AREAS	University of So. California Los Angeles, Calif.
CAUSES OF RURAL POVERTY, Cassandra Stockburger	

> Mrs. Stockburger traces rural poverty from the days of our founding fathers to Civil war times, the Reconstruction Era, and World War II, to the present. Included as well is a description of the rural poor - who they are, why they are, and what we can do to assist them.

CHICANOS, THE Mexican American Voices, Ludwig and Santibane	Penquin Books
CHILDREN OF CRISIS: MIGRANTS, SHARECROPPERS, MOUNTAINEERS, VOL. II Robert Coles	Little, Brown & Co.
CONDITION OF FARM WORKERS AND SMALL FARM WORKERS in 1970 James M. Pierce	National Sharecroppers Fund
GENESEO STORY, THE Gloria Mattera	SUNY News, 1974 Albany, New York
GOD AND THE RURAL POOR, Robert Coles	psychology Today January, 1972 Pp. 33-40

> Psychiatrist Coles presents a vivid picture of the deep and abiding faith of black sharecroppers, white tenant farmers, migrant workers and the mountain people of Appalachia. This enlightening article helps the outsider understand their God's role in their lives.

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
HARVESTERS, THE: The Story of the Migrant People, Louise Shotwell		Doubleday	
LIVES OF MIGRANT FARMERS, THE Robert Coles	A paper presented at the Annual Meeting of the American Psychiatric Association, 1965. In this article, Dr. Coles presents a history of migratory farm labor and describes a study in which he found some behavior differences between the black and white migrants. Among these are the difference between birth and childhood, and the move from childhood to adulthood between the migrant and the average child.	Geneseo Migrant Center, Geneseo, N.Y.	
I AM JOAQUIN YO SOY JOAQUIN, Rodolfo Gonzales		Bantam Books, Inc.	
LITTLE STRIKE THAT GREW TO LA CAUSA	Cesar Chavez, his life, his goals and his leadership are detailed in the excellent article written at the time of the grape boycott in California. An Anglo-Chicano Lexicon lists and defines some of the special vocabulary used by and about Mexican Americans.	Time, July 4, 1969 Pp. 16-21	
MEXICAN AMERICAN YOUTH AT THE CROSSROADS, Heller		Holt, Rinehart & Winston	
MIGRATORY FARM-WORKER, USA Rodolfo S. Juarez	A brief history and present problems.	University of Wisconsin, Madison, Wisc	
ON THE SEASON - ASPECTS OF THE MIGRANT LABOR SYSTEM Dorothy Nelkin		Cornell University, Ithaca, N.Y.	
SMALL HANDS, BIG HANDS, Sandra Weiner	Seven profiles of Chicano Migrant workers and their families	Pantheon Books	
SOL SI PUEDES: CESAR CHAVEZ AND THE NEW AMERICAN REVOLUTION		Random House	

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
SPIDERS IN THE HOUSE AND WORKERS IN THE FIELD, Ernesto Galarza		Univ. of Notre Dame South Bend, Ind.	
THE MIGRANT - HIS NEEDS, ASPIRATIONS AND SITUATION, Panel Discussion at the New York State Center for Migrant Studies	A panel discussion consisting of topics which are still relevant today - need for a continuity in education for migrants, the destructive biases prevalent in rural communities toward migrants, major problems facing educators and migrants.	N.Y. State Center for Migrant Education Geneseo, N.Y.	
UPROOTED CHILDREN, Robert Coles	The early life of migrant farm workers.	Univ. of Pittsburgh Press	
THE WORLD AS THE MIGRANT SEES IT, Myrtle Reul	Dr. Reul provides extensive information that includes the uniqueness of the migrant culture, the money crops of the South, and other data such as "Value System of the Migrant Mother," which she believes is critical knowledge for teachers of migrant children. Dr. Reul and her husband spent two years "on the season" with migrant farmworkers, enabling her to relate firsthand her experiences and observations.		

NEWSPAPERS AND MAGAZINES

TITLE	DESCRIPTION	PUBLISHER	PRICE
ACTION	A new publication aimed at teenagers. Published bi-weekly. Contains material of interest to young people reading on a second grade level, such as comic strips, short stories, puzzles, articles on television series and mopeds, etc.	Scholastic	$2.65
KNOW YOUR WORLD	Written on a 2nd-3rd grade level. It looks like a an adult newspaper. Photos, cartoons, jokes, puzzles and short stories.	Xerox Education Publications	$2.30 28 issues
YOU AND YOUR WORLD	Written on 3rd to 5th grade level. National and world events, plus reports on science, sports, fashion, entertainment and careers.	(same as above)	
NEWS FOR YOU	Excellent newspaper for new readers, adult and relevant. Tabloid-style, published on two reading levels 50 weeks a year. Half the paper is news: current information about national and international matters, and background information about issues of importance. Pictures tell a lot of the story. Maps and graphs help explain the news, too. The rest of the paper is a condensation of things you find in many daily newspapers: columns on health, law, and entertainment; information on everything from the family budget to the job scene; puzzles; sport news; opportunities for readers to write to the editor. A edition, 3rd to 4th grade reading level B edition, 4th-6th grade	New Readers Press	$.08 per paper per week - minimum order 8 weeks. (Orders under $5 must be prepaid.)

TITLE	DESCRIPTION	PUBLISHER	PRICE
NATIONAL GEOGRAPHIC WORLD	Beautiful little magazine, aimed primarily at teens but adults will enjoy some of the articles and the photos are up to National Geographic standards.	National Geographic Society	$5.85 yearly subscription
THE ELECTRIC COMPANY	Published monthly by Xerox Education Publishers. (See address listed under publishers in the back of the bibliography.) Zany, clever combination of puzzles, word and picture games, poetry and facts.		

DICTIONARIES FOR BASIC READING STUDENTS

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
DICTIONARY SKILLS, Books A and B Jane Sholinsky	Training in the use of the dictionary.	Scholastic	
NEW GOLDEN DICTIONARY, Bertha M. Parker	1712 words and over 2000 colored pictures. Suitable for some adults but designed for children.	Western Pub. Co.	
PYRAMID PRIMARY DICTIONARY SERIES	Dictionary #1: Each letter of the alphabet is represented by several words and colored illustrations. 160 words in all. No definitions. Dictionary #2: 660 basic words each clearly and simply defined. Many illustrations.	Pyramid Publications	
SCHOLASTIC DICTIONARY OF AMERICAN ENGLISH	848 pages, featuring over 1,000 illustrations.	Scholastic	$1.65
THORNDIKE BARNHART BEGINNING DICTIONARY	Designed for readers at levels 3 and 4. Good material on games involving dictionary use.	Scott Foresman	$5.40
WEBSTER'S NEW ELEMENTARY DICTIONARY		American Book	

MATHEMATICS

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
ARITHMETIC SKILL TEXT FOR DAILY LIVING	Part A: Actual daily fireline problems: food store, clothing store, recreation, etc. Part B: Ads from community shops and businesses with arithmetic problems consistent with daily "grass roots living."	Special Service Supply	$2.50 each
ARITHMETIC THAT WE NEED, Thomas Mooney	A 64-page of arithmetic exercises.	Frank Richards	$1.75
BEGINNING MATHEMATICS CONCEPTS, Student's Workbook Enid Wolf	This book provides the beginning student experiences with some of the concepts (smaller, larger, less, etc.) that are basic to the true understanding of mathematics.	Frank Richards	$1.75
FIGURE IT OUT Mary Wallace	Books 1 and 2. Practical arithmetic program that consists of two texts. Book 1 teaches the student the four basic processes of addition, subtraction, multiplication, division and how to work with money and measurements. Book 2 reviews these processes and extends learning to fractions and decimals as well as introducing rounding off and estimating.	Follett	$1.23 each
GUIDEBOOK TO MATHEMATICS, Laughlin	Designed for the older pupil who is capable of learning but who is working on a low achievement level. Practical and relevant. Exercises in figuring interest rates, making budgets and using bank accounts.	Economy Co.	$1.84
INTRODUCTION TO ARITHMETIC,	Preliminary study to prepare for the High School Equivalency Examination in general mathematical ability.	Cambridge	$3.15

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
MATHEMATICS FOR TODAY, Katz et al	A new book designed to make math meaningful, understandable, helpful, and even enjoyable for the adult who needs these skills to function more successfully at home, on the job, and in the the community. Ten teaching units: Learning to use a Checking Account Simple Measuring Skills Using formulas and Equations Supermarket Math Buying Intelligently Think Metric Planning your budget Your Job and Your Pay Statistics and Probability Selling as a Career	Oxford Book	$3.96
MATH MADE EASY, Earl Storms	A workbook designed for the educable mentally retarded. A systematic approach for teaching Addition and subtraction.	Frank Richards	$1.75
METRICS FOR GOOD MEASURE, Cooper and Peterson	One of three student texts designed to teach adults the metric system from a practical rather than a theoretical point of view, introducing the student to four aspects of metric use: linear measurement, measurement of weight, measurement of capacity and measurement of temperature. There is a final review at the end of the worktext and a number of exercises within the body of the booklet Teacher's Guide, Level 1: Material is presented in areas of consumer economics, occupational knowledge (including (con't)	The Center for Vocational Education	

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
	homemaking), health, community resources and government/law. After studying this book, the student should be able to ask for the correct metric sizes in talking to store clerks, read and write the metric names and symbols, read dosage on medicine bottles, read a Celsius thermometer, understand posted prices per litre of gasoline, interpret number of servings in commercial metric container sizes.		
MOTT BASIC LANGUAGE SKILLS Series 300	Basic numbers and money. Easy number work and arithmetic using conventional format.	Allied Education Council	$2.95
PACEMAKER PRACTICAL ARITHMETIC SERIES, Kahn and Hanna	Money Make Using Dollars and Sense Working Makes Sense Old favorites revised, updated, expanded.	Fearon	$2.40 ea.
PRACTICAL ARITHMETIC--THE THIRD "R", Johnson et al	Designed for individuals in need of a refresher, complete or review course in basic arithmetic skills--and geared particularly for the adult who wants to see relevance between what he learns and how such learning can be applied in daily life. The worktext is divided into eight major units: 1) Whole numbers and Whole-Number Operations, 2-3) Fractional Numbers; 4) Introduction to Algebra, 5) Decimals, 6)Percent, 7) Measurement (including the metric system and its application)8) Using numerical information.	Prentice Hall	

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
READING FOR MATHEMATICS, Friedland and Gross	A reading and vocabulary worktext, utilizing mathematical problems and terms. In each unit, words are introduced in reading lessons. The reading exercises stress word recognition skills and recognition of words in mathematical context. Within the same unit, there are parallel mathematics lessons re-introducing the same vocabulary and offering arithmetic exercises utilizing these words.	Frank Richards	$1.95
WORKING WITH NUMBERS, Shea et al	Worktext gives ample instruction and plentiful practice in all the basic arithmetic skills.	Steck Vaughn	

1. POINT BOOK $1.71 Counting, Addition, Subtraction
   Teacher's Edition $1.71
2. LINE BOOK $1.71 More addition and subtraction
   Teacher's Edition $1.71
3. Triangle Book $1.71 Addition, subtraction, mult., div.
4. Rectangle Book $1.65 Time, mult., div., Roman numerals, measures, averages
5. Pentagon Book $1.65 Addition, subtraction, mult., division of larger numbers, fractions and decimals
6. Hexagon Book $1.65 Percent, commissions and interest, loans and discounts, using math at home.
7. Heptagon Book $1.65
8. Octagon Book $1.65 Buying for the home, percent, tables and graphs, formulas, ratio, and proportion.
9. Refresher Book $1.95 Fractions, whole numbers, decimals, percent, formulas, ratio and proportion, simple equations.

SPELLING

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
GATEWAYS TO CORRECT SPELLING , Ayer	For the advanced student. Basic spelling, dictionary habits, vocabulary. Attacks spelling difficulties head on.	Steck-Vaughn	
	Worktext	1.95	
	Teacher's Edition	1.95	
POWER TO SPELL, Hanna et al	First Steps: A SPELLER FOR BEGINNERS. Pictures fill-ins, and oral work to help the beginner correlate sounds and letters and write words.	Houghton Mifflin	1.77 each
	Each of the following has 125-155 pp., about 35 lessons, and a speller dictionary in the back		
	GOLD BOOK: Includes review lessons as well as new on long and short vowels, vowel clusters, vowels + r, plurals, the dictionary, syllables, days and numbers. Handwriting alphabet included.		
	TURQUOISE BOOK: Consonants, vowels, vowel clusters, plurals, vowels + r, the dictionary, compound words, syllables, contractions, abbreviations, titles, capital letters, prefixes, apostrophes.		
	ORANGE BOOK: Long vowels, vowel clusters, vowels plus r, consonants, contractions, possessives, syllables, suffixes, homonyms, antonyms, synonyms, abbreviations, consonants, roots, prefixes, the dictionary, plurals.		
	BLUE BOOK: Vowels, vowels + r, syllables, number words, dictionary, prefixes, suffixes, roots, word origins, homonyms, antonyms, synonyms, plurals, digraphs.		
	RED BOOK: Writing, vowels, suffixes, prefixes, roots, vowels + r, capitalization, syllables, plurals, apostrophes, dictionary, homonyms, antonyms, synonyms, history of American English.		

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
SOUND SPELLING Smith and Rowell	Programmed workbooks for independent student use. Nine lessons in each book. Students take a short test before each lesson to determine readiness. Book 1: Long vowels, schwa, short vowels, aw ew. Book 2: Syllables, plurals, homonyms, ow, oy, k, s. Book 3: Long vowels, schwa, short vowels, aw, ew, ow, oy. Book 4: Hearing vowel sounds, k, s, syllables, contractions, possessives, word endings, homonyms, plurals. Book 5: Long vowels, aw, ou, oy, schwa, homonyms. Book 6: Uncommon spellings for short e and long vowels (e, i, o), k, f, z, syllables.	Boyd and Fraser	$1.95 ea. $10.95 set of six $.50 Teacher's Manual
SPELLING	11 chapters to help students improve spelling skills. Student can use the book independently. Helpful rules, abbreviations, possessives and contractions, dictionary skills, word lists.	Cambridge	
DR. SPELLO		McGraw-Hill	
SPELLING DICTATION SKILLTEXT Parts A and B	Part A: Fifty lessons (500 words) derived from everyday living lists. Part B: Centers on functional vocabulary.	Special Service Supply	$2.25 ea.
20,000 Words	Very valuable book for students (and tutors). A dictionary of essential words, spelled and divided for quick reference.	McGraw-Hill	$3.95

MOTIVATIONAL MATERIALS

Here is a list of suggested motivational materials which can be included in member organizations' libraries, and also some simple but effective ideas for making the time spent with your student more interesting for both of you.

Commercial Word Games

ALPHA-BET GAME — Mafex — $7.95

Teaches alphabet sequence and recognition of vowels and syllables, 2 to 6 players

RHYMING ZIG-ZAG — Mafex — $6.00

Designed to teach rhyming words and provide practice in building vocabulary. This game is extremely flexible and offers a variety of possibilities which make it adaptable to students of varying ages.

WORD POWER — Mafex — $10.00

Based on the Reader's Digest feature of the same name. A vocabulary-building game combining knowledge, strategy, and a bit of poker-like bluffing.

STEADY JOB GAME — Mafex — $8.95

Designed for high school students who have learning problems. It reinforces positive attitudes and behavior essential to employability.

SCRABBLE FOR JUNIORS — Mafex — $4.95

A crossword game in which one side of the board is used for the easy pictorial version of Scrabble.

HIGHWAY ROBBERY (MSP) — Mafex

A series of card games designed to teach or review the phonetic elements required for reading, spelling and the pronunciation of English as a first or second language. The card games are played like Concentration with vocabulary related to motor vehicles or driving.

Phonetic alphabet MSP (2 decks)	$2.50
Vowel Review (2 decks)	$2.50
All about Consonants (3 decks)	$3.50
Vowel Digraphs and Dipthongs (2 decks)	$2.50

Homemade Games

WORD BINGO

Objective: to teach word recognition. On letter-sized sheets of paper or cardboard, draw appropriate lines and write in manuscript the words your student is working on, making each sheet different by mixing up the arrangement of words. Write the same words on a set of cards, from which you will draw. Give your student small blank cards, perhaps of colored paper. To play, you draw a word card, read it, and you and your student both cover the word on your respective sheets with a blank card. The first one covering five in a row wins "Bingo." You can reverse the process and have your student pull the word cards and read them.

PARCHEESI

Instead of dice, use the same cards you have used in "Bingo" as a means of earning the right to proceed on the game board. You assign the value of each card, that is, one to six, using your own opinion of the difficulty of the word for your student.

CONCENTRATION

Develop a set of duplicate word cards so that each word is represented twice. Spread them out, face down, on a table. Have your student turn over a card, and pronounce the word on it. Turn over a second card. If this matches the first, he may keep both cards and take another card. If not, both cards are again turned face down and the tutor takes a turn, trying to turn up a matching pair. When all the cards have been picked up, the player with the most cards is the winner.

TRAIL GAME

The purpose of the trail game is to give your student a concept of geography and to teach him the names of cities and states, rivers and mountains or anything along the way which might be of interest to him.

Trail games are not played in the traditional competititive manner but are designed to have the student simply follow a trail you have created on an appropriate piece of poster board. The object is to learn the names of the various places as he goes. For example, you might plan a trip from his present home to his family home. Or from his home in San Francisco to Massachusetts, including stops at Yellowstone or Grand Canyon. Possibly a trip around the city would be more appropriate for your student

Create your trail and make 1/2 inch cards for the names you decide to use. Start the trip by teaching him the words, using the sight word technique. As he memorizes the words, keep them in a box or pack which he can call his suitcase. The game can be as simple or as difficult as your student's ability allows.

IDEAS FROM LITERACY VOLUNTEERS OF JAMESTOWN, N.Y.

Read the "Dear Abbie" column together with your student. After reading the letter to Abbie, you and your student compose a reply. Then compare your answer to Abbie's. A good method of getting your student to write.

Another idea. Cut heavy paper into 1" by ½" sections. Print initial consonants or blends on some sections. Print rhyming word endings on other sections. Below are examples. How many can your student do?

br ing   s ing

____ ____   ____ ____

____ ____   ____ ____

s and   br and

____ ____   ____ ____

And other...make a set of "domino" cards. Instead of spots, your cards will have sight words. As you play word dominoes, your student will have to read the words.

High Interest Motivational Material

Classified and supermarket ads; television listings; menus, maps, calendars Christmas cards, items from the kitchen such as a box of cake mix, a can of soup (since both have simple directions written on them), coupons from the papers, since your student may not know that coupons have exchange values, simple job application forms, recipes, comic books, magic slates, small blackboard and chalk.

Along these lines, a new publication from the Adult and Continuing Education Program Area. Administrative and Educational Services Division, College of Education,Virginia Polytechnic Institute in Blacksburg, Virginia has recently published a new book:

Everyday, Everywhere Materials as Teaching Resources in Adult Basic Education

by Marilyn Shaw and Mary Roark

This unusual and extremely well-done publication collects exercises and activities which relate to adult coping skills and which provide students with practice in language and computation. The focus is on neither expensive commercial products nor on teacher-made materials but rather on "found" materials from the functional world of adults. Such materials include applications, brochures, calendars, charts, containers, directions, display ads, games, labels, letters, magazines, maps, menus, money, newspapers and so on. Teaching tips, lesson plans, instructional objectives and a lot of excellent advice are provided. From the Introduction, "Our intention is to stimulate you to consider quite ordinary materials as promising enrichment tools; to encourage you to make multiple uses of the same stimuli and to be sensitive to Adult Performal Level curriculum suggestions for relating activities to coping skills."

and you might...

Send your student a postcard when you travel. Cards tell him you remember him when you are away, they carry a simple personal message that he can read and show him a view of the world he may never have seen.

Take your student on an outing to a local fair, an art gallery, a farm, (if his/her background is urban), a picnic or a guided tour through a a local industry. The possibilities for learning in these circumstances are endless.

Many cities have ethnic celebrations. What an opportunity for you and your ESL student to gain a taste of various cultures!

Use unusual objects as props to motivate an experience story. One tutor sliced an apple the the middle, displaying the star pattern of the core. She and her student discussed the shape, taste, and price of apples and ended up with a recipe for apple pie.

Another tutor presented her student with a picture of an astronaut in a thoughtful mood. She asked the student to tell her what he saw in the picture. The student was intrigued by the challenge of describing his reactions to the picture and the result was a story which showed surprising richness of expression and insight.

Simplify newspaper articles which are too difficult for your student by referring to the "how to" section on rewriting and simplifying materials in TUTOR.

Accompany your student to the library, driver's license bureau, Americanization office, a clinic, the social security office, if he/she is uneasy about going alone. By accompanying the student, you will not only be a support for the actual mission, but signs en route, forms to be filled in, and other procedural matters can provide practical reasons for learning new words.

Offer your student a bonus. Your student may need a reward for his effort. Choose an item of some significance to him such as a flashlight, a record, camera film, tickets to a local theater, costume jewelery, or sports tickets.

Use charts to show the student his progress. Charts show visually how far a student has come and are often enlightening and encouraging. They can be made in a variety of forms such as the thermometer chart, the progressive chart, or a pictorial chart. (Example: a teenager interested in race cars could go through a race track earning jumps to move the car by success in phonics, sights words, etc.) Let your imagination and the student's interest be your guide.

Cassette tapes can provide exciting learning, and are almost a must for the ESL student. Show your student how to operate the cassette and then record his voice as he reads, letting him hear it played back. Often no further word is needed as he spots his own reading problems and seeks to correct them.

Recordings taken at intervals can often provide evidence of your student's progress. There are other ways that tutors have found the cassette player to be a useful teaching tool: taping a hit record, playing it back, writing down the lyrics and using them to provide new words for learning; taping a selection of interest to your student, providing him with a copy of the reading material to read along with the tape.

And you might find game ideas in a Spring Publishing book:

GAMES THAT TEACH WITHIN YOUR REACH, by Weber and Chappa. Although designed for elementary students, they can be adapted for adult motivation.

POETRY

Many tutors use poetry as a teaching device with their students. Apart from the obvious value of some poetry in teaching rhyming words, much poetry is written in a simple vocabulary but not-so-simple concepts that can lead to discussion.

TITLE & AUTHOR	DESCRIPTION	PUB.	PRICE
HOW I GOT OVAH, Carolyn Rodgers	Ms. Rodger's poetry expresses a powerful, loving and often humorous reflection of her blackness and womanhood. She brings into sharp focus such themes as family relationships, love, racial identity, womanhood and religion.	Doubleday	$3.95
BLACK POETRY FOR ALL AMERICANS, Weisman & Wright	This text has student appeal in content (poems by black poets, past and present) and in its format (the photographs were taken by inner-city youngsters.) Study aids appear in the back of the book. Questions and a mini-glossary are provided for each poem.	Globe	$2.80
NOW POETRY	Young people discover that poetry is not bound by rigid rules but can speak simply and naturally about life, emotions and experiences. Guidelines for "I wish" poems, haiku, grooks, terse verse.	Scholastic	$.60
POETRY ON WHEELS, Lee B. Hopkins	Motor vehicles of all kinds speak this collection of high horsepower poems. Cars, buses, trucks, trains, cranes, bulldozers, planes and rocket ships in verse.	Arcade Books	$1.48
SHAKING THE PUMPKIN, Jerome Rothenberg	American Indian poetry from the writings, sacred chants and prayers of many tribes.	Doubleday	$4.95
TIME TO SHOUT, Selected by Hopkins & Arenstein	Contents: Time is all Times; Time is a Year; Time for Our Earth; Time for Short Thoughts; Time to Laugh; and poetry pertaining to these Times.	Scholastic	$.60

Instructional Aids, Programmed Material

Series Books

MERRILL LINGUISTIC READERS Charles E. Merrill

Selections stressing reading vocabulary, ranging from extremely simple to level 5. Word lists in back show sight and patterned words. Size of print diminishes as level increases.

Reader 1 - Level 0
2 - Level 1
3 - Level 2
4 - Level 4

MOTT BASIC LANGUAGE SKILLS PROGRAM

The Mott Basic Language Skills Program Allied Education Council

The first series 300,600, and 900 are teacher-oriented. The second, the Semi-Programmed Series, is student-oriented. Code numbers of books are included for aid in ordering.

Series 300-Level I-III

Code		Price
AR-301	A - Letter forming, short vowel sounds, consonant sounds, endings, beginnings	$1.55
AR-302	B - Long vowel sounds, consonant and consonant blends, beginning comprehension	$1.75
AR-303	Series 300 Word Bank - Word units of photo vocabulary, spelling tests and comprehension	$2.05
AR-304	Series 300 numbers and money. Basic Arithmetic used in real situations.	$1.75
AR-305	Instruction Series 300 - for Series 300 A and 300 B	$1.00

Series 600- Levels IV-VI

AR-601	Reviews of series 300. Reading selections, auxiliary skill lessons, word study	$2.25
AR-603	Instructional Manual for 600A and 600B	$1.00

Semi-Programmed Series-Student Oriented

Code		Price
AR-1301	Semi-programmed Series, Book 1	$1.40
	Left to right eye movement, manuscript & cursive letter formation, letter discrimination, consonant sounds.	
AR-1302	Book 2	
	Short vowel sounds, understanding of short vowel usage.	$1.75
AR-1303	Book 3	
	Consonant endings, beginning and ending sounds	$1.95
AR-1304	Book 4	
	Long vowel sounds, eight reading exercises	$2.25
AR-1305	Book 5	
	More long vowel sounds, comparatives, 15 reading exercises.	$2.25
AR-1306	Book 6	
	c, es, ed, ing, endings; g, d/g endings. Nine reading exercises.	$2.25
AR-1307	Book 7	$1.60
	Stories, lessons, word study	
AR-1308	Book 8	
	Stories, lessons, word study	$1.60
AR-1309	Book 9	
	Stories. lessons, word study	$1.60
AR-1310	Book 10	
	Stories, lessons, word study	$1.60
AR-1320	Teacher's Manual for entire Semi-Programmed Series	$1.00

Mott Series 2000 - Comprehension

AR-2001	Comprehension Series - Book 160 Sound and Structure - Condensation of six grades of word attack skills for review purposes and skills problem analysis.	$1.75
AR-2002	Instructional Manual for use with book 160	$1.50
AR-2003	Comprehension Series Book 301 Read - Understand - Remember Introductory reading materials with programmed comprehension exercises. Reading level 2.	$1.05
AR-2004	Comprehension Series Book 302 Read - Understand - Remember Introductory reading materials with programmed exercises. Reading level 2-3.	$1.05
AR-2005	Comprehension Series Book 303 Read - Understand - Remember Introductory reading materials with programmed comprehension exercises. Reading level 3.	$1.05
AR-2006	Comprehension Series Book 304 Read - Understand - Remember Introductory reading materials with programmed comprehension exercises. Reading Level 3	$1.05

COMMUNICATIONS, 1, 2 and 3 - Reading Levels 0-6 Follett Pub. Co.
Dr. Josephine
Bauer

Getting Started, Communications 1 $1.96 each
On the Way - Communications 2
Full Speed Ahead - Communications 3

These books are designed to raise the non-reader to a level of functional literacy in as short a time as possible without neglecting any fundamental principles. Utilizes linguistics to teach writing, spelling and basic English to adults and young adults.

GO - Reading in the Content Area Scholastic
Dr. Harold Herber

Selections in four content areas, literature, math, social studies, and science. Self-checking exercises, high interest readings and practice opportunities get students working to acquire the skills they need to understand basic concepts in the four areas and to apply these reading and reasoning skills. For grades 4 to 8.

Levels 4 through 8 Skills Texts	$2.50 each
Teaching guide for each level	$5.00 each

READERS DIGEST READING SKILL BUILDERS

Short, high-interest selections on subjects readers love...love, animals, adventure, sports, and much more. Although the illustrations are geared to children, the series has proved very popular with adult new readers.

Skill Builders on reading levels 1, 1+, 2, 3, 4, 5, 6, have three parts each. Prices range from 96¢ for the lowest levels to $1.20 for the higher levels.

Advanced Skill Builders

These books emphasize content and skills appropriate for the upper levels. They make generous use of photographs and illustrations in a contemporary, adult-looking format. The three advanced Skill Builders sell for $1.59 each with the advanced Teacher's Guide $.99.

PHOENIX READING SERIES Gartler and Benditt Prentice Hall

The program consists of three levels of five pairs of books in each. Each reading block has 5 pairs of paperback books, a "Photo Reader" which gives the student an opportunity to react to what he has read, and an "Action Reader", similar to a workbook which requires the student to use specific skills. The content of all the books is based on newspaper articles with a good ethnic mix. The print is large and bold and is accompanied by black and white photos.

Photo Readers: $.90 each
Action Readers: $.69 each Books may be purchased separately.

Level A books stress: Consonants and Consonant Blends; short vowels, long vowels, vowel digraphs, r-controlled words.

Level B books stress: Short vowels, long vowels, root words and endings, vowel digraphs, r-controlled vowels.

Level C books stress: Short and long vowel review, r-controlled vowels and vowel Digraph review, syllabication, contractions and compounds.

Students normally bored with reading should enjoy exploring such topics as housing, animals conservation, waste disposal, American Indian, music as a universal language, the urban experience.

POINT 31 READING PROGRAM Reader's Digest Services, Inc.

Reading Level - 0-1.9 Point 31 DeCode Level
1.5-2.9 Point 31 Level 1
2.5-3.9 Point 31 Level 2
3.5-4.9 Point 31 Level 3

This new remedial reading program features mature-interest art and subject matter, while it develops basic reading skills at instructional level 0-4.9. Point 31 introduces the most common word patterns, provides pattern practice through exercises and high-interest reading selections, and includes follow-up questions to extend comprehension skills. The four sequential levels may be used together as a total program, or individually to meet specific instructional needs. All materials are self pacing and suitable for individual assignments.

The DeCode Level includes the 192-page write-in DeCode Book, its Teacher's Edition, with annotations, and answers over-printed. Designed for the non-reader or student with severe decoding weaknesses, these components introduce and reinforce the sound-symbol correspondences of letters, blends, and over 300 word patterns. The lessons incorporate picture-keys as a guide for non-readers.

Above the DeCode Level, Point 31 provides three sequential levels of instruction, each one of which overlaps the preceding level for the purpose of review and reinforcement. The magazine-style readers, two per level, contain stories that appeal to older students - mystery, adventure, humor, sports.

The 64-page Activity Books, one at each level, provide pre-reading pattern instruction and practice pages, follow-up comprehension exercises for 50% of the selections and a "New Word Guide."

The Point 31 Teacher's Guide is particularly useful for the tutor who's never taught basic reading before.

PROJECT ERA COPE LEARNING ACTIVITY PACKET (LAP)
Providence, Rhode Island Adult Education

These booklets are recommended because of their unusual excellence, precision and adaptability, and for their low cost ($.50 for stapled copies and $1.00 for bound copies). Produced for ESL and low-level ABE clients, the packets cover a wide variety of literacy, consumer, health and social survival skills. Each LAP is a combined student worktext and a teacher's guide to the specific skill addressed. Reading levels are from 1st to 5th grade. Reference to LAP's throughout this bibliography are listed under the APL skills of Consumer Education, Health, Government and Law, and Occupational Knowledge. Information about the Learning Activity Packets can be obtained from Mary Mulvey at the above address.

TEACHING DECODING AS SEPARATE FROM READING, Easier to Learn, Inc.
Glass

The Glass-Analysis for Decoding Only program is designed to shape the decoding behavior of the student so that he notices and responds to specific letter groupings or letter clusterings in whole words.

According to Dr. Glass, the method is based on research of the ways in which adequate decoders actually do approach a word they've never seen before. He found that all the known rules of vowel sounds, syllabication, etc. are not what adequate decoders use when approaching a new word. Rather, he found that good decoders automatically (as a result of their experience with sound/symbol relationships in whole words) visually and auditionally group parts of the words according to the common letter clusters.

What this program is designed to do is condition the student so that the common letter clusters automatically come to his attention as soon as he looks at a whole word. Furthermore, there will be an instant sound association with the cluster. It is a simultaneous visual and auditory conditioning process.

The purpose of this program is to:

1. Teach a process of approach to words (not to teach the identification of specific words) and,

2. To expand the student's awareness of the sound/symbol relationships of the common letter clusters in our language.

What this program does not do is teach reading. Reading is getting meaning from words. Decoding is being able to say words (orally or mentally).

Price:	Glass Analysis for Decoding Only, Set 1	$50.00
	Follow Through Practice Books	
	Starter A & B	$16.00
	Medium	$16.00

SCHOLASTIC/SCOPE SKILLS $.90 each Scholastic Book Services

TRACKDOWN - 33 lessons in mystery form build skills and confidence through high interest-low vocabulary content. Skills emphasized: standard forms of English usage, reasoning skills.

WIDE WORLD - 48 true stories on subjects of special interest to teenagers. Multiple choice questions. Skill emphasized: reasoning.

DIMENSIONS - 48 true stories on rock music, sports, history, animals, fashions, and spies. Skills emphasized: finding the author's purpose, identifying generalizations, recognizing opposites.

SPOTLIGHT - 33 true stories: Aretha Franklin, teenage firemen, sky-divers, Barbra Striesand, civil rights, the Cuban crisis.

ACROSS AND DOWN - 37 crossword puzzles, dictionary and table of information (lists of Presidents, states and capitals,seas, etc.) Also abbreviations, spelling and phonic rules. Skills emphasized: phonics and vocabulary.

READING FOR LIVING SERIES $.50 each New Readers Press

How to Read Signs
" " " Maps (con't.)

Instructions on Safety
How to Read and Write Personal Letters
How to Read and Write Business Letters
How to Use the Telephone
How to Use the Dictionary and Other Reference Books
How to Read Newspapers

Reading Level II 8 Units $4.00

BE INFORMED SERIES $.85 40 PAGES (AVERAGE) PER UNIT New Readers Press

Unit 1: BE INFORMED ON PERSONAL CREDIT: cash or credit? kinds of credit; shopping for credit, etc. Reading level 3.5

Unit 2: BE INFORMED ON BUYING A CAR: decision making; buying a used car; buying a new car, etc. Reading level 3.2

Unit 3: BE INFORMED ON OWNING A CAR: how to save on fuel, tire care, maintaining your car, etc. Reading level 4.0

Unit 4: BE INFORMED ON BUYING A HOUSE: should you buy a home?, what to look for, etc. Reading level 4.3

Unit 5: BE INFORMED ON SOCIAL SECURITY: Social Security and Life Insurance, disability income protection, retirement income, etc.

Unit 6: BE INFORMED ON RENTING A HOUSE: meeting housing costs, tenant rights, and responsibilities, etc. Reading level 3.3

Unit 7: BE INFORMED ON FINDING A JOB: choosing a job, looking for work, etc. Reading level 3.7

Unit 8: BE INFORMED ON READING YOUR NEWSPAPER: what does it do, how is it made, what makes news, etc. Reading level 3.8

Unit 9: BE INFORMED ON TAXES: what are taxes, filling short form 1040A, etc. Reading level 3.7

Unit 10: BE INFORMED ON BANKING: what is a bank?, bank services, your checking account, etc. Reading level 3.6

Exercises in each unit develop reading comprehension, word study, writing, listening, and grammar skills. Answer keys are provided.

PACEMAKER TRUE ADVENTURES SERIES Fearon Pub. $1.16 each

Exciting true stories involving the students in actual, sometimes historical, events where they meet such figures as Charles Lindbergh, and Mata Hari. Teacher's Manual gives suggestions and exercises.

(con't.)

Tales of Animals (2.3 reading level)

Tales of Escapes (2.3 reading level)

Tales of Flying (2.0 reading level)

Tales of Railroads (2.2. reading level)

Tales of Rescue (2.1 reading level)

Tales of Shipwreck (2.5 reading level)

Tales of Spies (2.2. reading level)

Tales of Speed (2.4 reading level)

Tales of Invention (2.3 reading level)

Tales of Pirates (2.5 reading level)

Tales of Explorers (2.4 reading level)

PAL PAPERBACK KITS XEROX EDUCATION PUBLICATIONS

Written in the vernacular on all subjects, these books have been very popular with students.

Three copies of each book, plus teacher's guide and storage and display shelf, $39.95

Suggestion: Member organizations living close to one another might buy the series together and divide the books and the cost.

Beginning PAL

Fills a special gap in the special education classroom (reading level .5-2.5). Five all-photograph books on history of animals since dinosaurs; sports; cars; biographies, and monsters from the movies.

Sky Ride
A Dream Come True
Cry for Help
Good times, Bad Times
Going Wild
Monsters to Know and Love
Sports for All
The World of Animals
It's a Funny World
High Flier
Another Chance
Fire at Sea
The World's Darkest Days
Voice on the CB
The Third Arm
Born Loser
The Red Ghost
Fun for All

PAL Kit A

Don't Die, Baby
Sport Stars

The 'Vette
Great Disasters
True Ghost Stories
Jokes on You
Living Monsters
Laugh it Up
Wild tales
The Weird Witch's Spell
Payoff in the Park
Amazing Adventures
Man-Killer
The Monster Fly
America's Bad Men
Varoom!
Sports Action
The Sacrifice

PAL Kit A-Plus (2.5-4.5 reading level)

Runaway
The Ghost Ship
The Firebug
Eight Exciting Adventures
Thunder in the West
The Switch
The Chopper Bunch
The Big Freeze
Old Yellow Eyes
On the Ledge
The World Beyond
The Monster that Wouldn't Die
Sky Dive
Bad Luck Stars of Sports
The Blood Suckers
One Cool Sister
Gang on Wheels
Fight for Freedom

Pal Kit B (3.5-5.5 reading level)

Against All Odds
Would You Believe?
Earth's Hidden Mysteries
Events That Shook the World
The Trick Book
Outer Limits of the Mind
Real-Life Adventures
Strange Happenings
High and Mighty
Just for Kicks
Speed Kings
Sports Greats of the 70's
Champions All
Ten Top Favorites
The Honda Kid
Eight Haunted Stories
The Junkie
Nine Daring Adventures

ACTION LIBRARY SCHOLASTIC BOOK SERVICES (Levels 2.0-4.0)

ACTION LIBRARY I

The Ratcatcher of Whitestone
A New Life for Sarita
The House that Half-Jack Built
The '50 Ford
Silver Dollar Mystery

ACTION LIBRARY IA

The Zero People
The Carnival Mystery
Lane Four
That Face in the Mirror
The Chase

ACTION LIBRARY 2

One Punch Away
No Girls Allowed
Crash at Salty Bay
The Race Driver
The Girl Who Knew Rule One

ACTION LIBRARY 2A

Now is Now
Stop, Thief
Forest Fire
Bag Full of Trouble
Crying Child Mystery

ACTION LIBRARY 3

Cop's Son
Witches Get Everything
Rodeo Road
Sky-Jacked
Wade's Place

ACTION LIBRARY 3A

That New Girl
Ride Along
Mystery of the Spider's Web
Calling Station E-A-R-T-H
The Dropout

ACTION LIBRARY 4

The Day After Tomorrow
The Break-in
Crazy George
The House on Will Street
Dead-Start Scramble

ACTION LIBRARY 4-A

On the Run
Girl Alone
The Mystery of the Pink House
The Strike-Out Gang Strikes Again
Popnut

REAL PEOPLE AT WORK SERIES Changing Times $1.65

A series of Career Awareness books. Personalized accounts of different occupations. Generally nonsexist. Large print, and illustrated.

LEVEL I - Grade Levels 1 and 2

Series A Below-average second grade reading level

Carpenter, Supervisor Trainee, Children's Librarian, Florist, Pharmacist, Fisher, Mechanic-Attendant, Firefighters, Telephone Repairman, Hand Weaver.

Series B Average 2nd Grade reading level

Executive Housekeeper, Supermarket Cashier, Graphic Artist, Citrus Grower, Chef, Seaman, Metal Molder, Police Team, Manufacturing Optician, Leather Worker.

Series C Above-average 2nd grade reading level

Furniture Maker, Truck Driver, Actress, Oil Driller, Beautician, Shipfitter, Sheetmetal Worker, Forester, Metallurgical Technician, Dressmaker.

LEVEL II - Grade Levels 3 and 4

Series E Below-average 3rd grade reading level

Plumber, General Store Owner, Special Education Teacher, Paper Makers, Medical Technologist, Lock Master, Auto Body Repairman, FDA Investigator, Quality Control Engineer, Furrier.

Series F Average 3rd Grade reading level

Estimator, Assistant Bank Manager, Public Relations Writers, Hardrock Miner, Pro Basketball Player, Tugboat Pilot, Welders, Safety Engineer, Chemical Technicians, Shoe Repairer.

Series G Above-average 3rd grade reading level

Pest Controller, Office Worker, Industrial Film Maker, Meteorologist, Dentist, Fish Biologist, Machinist, Judge, Nuclear Reactor Operator, Dry Cleaners.

Series I - Below-average 4th grade reading level

Building Maintenance Worker, Computer Operator, Television News Broadcaster, Coal Miner, Industrial Nurse, Towboat Pilot, Ceramic Worker, Corporate Lawyer, Power Line Worker, Boot Maker.

Series J - Average 4th grade reading level

Contract Cleaner, Market Researcher, Home Economist, Natural Science Chemist, Water Analyst, Ship's Engineer, Power Transformer Assembler, Ecologist, Nuclear Plant Designer, Protective Clothing Maker.

Series K Above average 4th grade reading level

Electrician, Helicopter Pilot, Architect Lumber Worker, Physical Therapist, Marine Engineer, Truck Mechanic, Watch Engineer, Power Plant Worker, Insulation Knitter.

ILLUSTRATED CLASSICS Pendulum Press, Inc. $1.65 each

Comic-book style but the illustrations are better done and the re-writing goes smoothly.

Reading Kit #1 - Dracula, The Call of the Wild, Dr. Jekyll and Mr. Hyde, Black Beauty, Huckleberry Finn, Moby Dick, The Red Badge of Courage, Frankenstein, Treasure Island, Tom Sawyer, The Time Machine, 20,000 Leagues Under the Sea, The Great Adventures of Sherlock Holmes, Gulliver's Travels, The Hunchback of Notre Dame, The Invisible Man, Journey to the Center of the Earth, Kidnapped, The Mysterious Island, The Scarlet Letter, The Story of My Life, A Tale of Two Cities, The Three Musketeers, The War of the Worlds.

VENTURE SERIES
Follett Pub.

A reading incentive program for levels 4 to 6.5. $3.33 each
High interest, low reading level sports books.

Venture I

- On the Boards (Basketball)
- Racing to Indy (Indy Racing)
- Inside Track (Track)
- Flying High (Ballooning)
- Gearing Down (Motorcycle racing)
- Touchdown (Football)

Venture 2

- Match Point (Tennis)
- Slap Shot (Hockey)
- Split Decision (Boxing)
- Line Drive (Baseball)
- In the Chutes (Rodeo)
- Fall Line (Skiing)

READING AND EXERCISE SERIES,
Oxford Univ. Press

An excellent series of reading books , both original and adapted, for ESL students. Exercise material based on the story content is designed to improve the students' reading skills.

The Whistler
The Angry Sea
Winds of Virtue
The Quiet Man
The Monkey's Paw
Tale from Tangier

ON READABILITY FORMULAS

In determining grade level for the new books recommended in this Bibliography, the Fry Readability Formula was used. This is described on the following pages.

Frank P. Greene, Ph.D, Director of the Reading Center, McGill University, and Consultant for the Library Task Force of Literacy Volunteers of America, Inc., has this to say about readability formulas:

"I recommend the Fry over the other formulas because it is faster and is sufficiently accurate for all normal uses. It is more accurate than the Gunning, easier than the SMOG, and grossly easier than the Dale-Chall (and has a wider range, too.)

"However, since all formulas that look only at the material are considering half the interaction - the reader and his interests are ignored - my feelings are clearly that the faster, within reasonable limits, the better. Thus, for my uses, the Fry seems to be the best compromise.

"Clearly to get a true picture of a reader on a piece of material one needs an interactive measure - Cloze or an individual reading aloud to a listener. So, again, none of the readability formulas by themselves are more than crude estimates of half a process.

"Please note that the Fry has an error estimate of ½ year plus or minus. This means that any estimate needs to be considered the middle of one school year spread. This may seem large but it is as small or smaller than some of the other formulas."

The Fry level has been adjusted up and down because of subject matter, amount of printing on page, skill in which the pictures aid understanding of text, and the simplicity or complexity of the material.

*One problem with estimating vocabulary difficulty by number of syllables is that some difficult words such as *heir* or *argot* are rather small, while certain easy words like *into* and *every* have two and three syllables. The latter examples probably cause more of a problem since they occur more frequently, and thus could inflate the syllable counts. A simple correction procedure might be to identify a small corpus of basic words of two or three syllables, and to negate the inflationary effect *by counting them as only one syllable*. Included is a list of 50 such words compiled from an examination of several basic word lists....

about
after
again
ago
almost
along
also
always
another
any
anything
around
away
because
before
better
city
ever
every
family
father
funny
going
happy
into
little
many
mother
morning
money
myself
never
o'clock
only
open
other
over
people
pretty
second
seven
something
today
under
upon
until
very
woman
yellow
yesterday

---

*Updating the Fry Readability Formula, Joseph C. Kretschmer, *The Reading Teacher*, 3/76

FRY READABILITY FORMULA

Directions for the Readability Graph

1. Select three one-hundred word passages from near the beginning, middle, and end of the book. Skip all proper nouns.

2. Count the total number of sentences in each hundred word passage (estimating to the nearest tenth of a sentence.)

3. Count the total number of syllables in each hundred word sample. There is a syllable for each vowel sound: for example, cat (1), blackbird (2) continental (4). Don't be fooled by word size. For example: polio (3), and through (1). Endings such as -y, -ed, -el, -le, etc. generally make a syllable. For example, ready (2), bottle (2). It may be most convenient to count every syllable over one in each word and add 100. Average the number of syllables for the three samples.

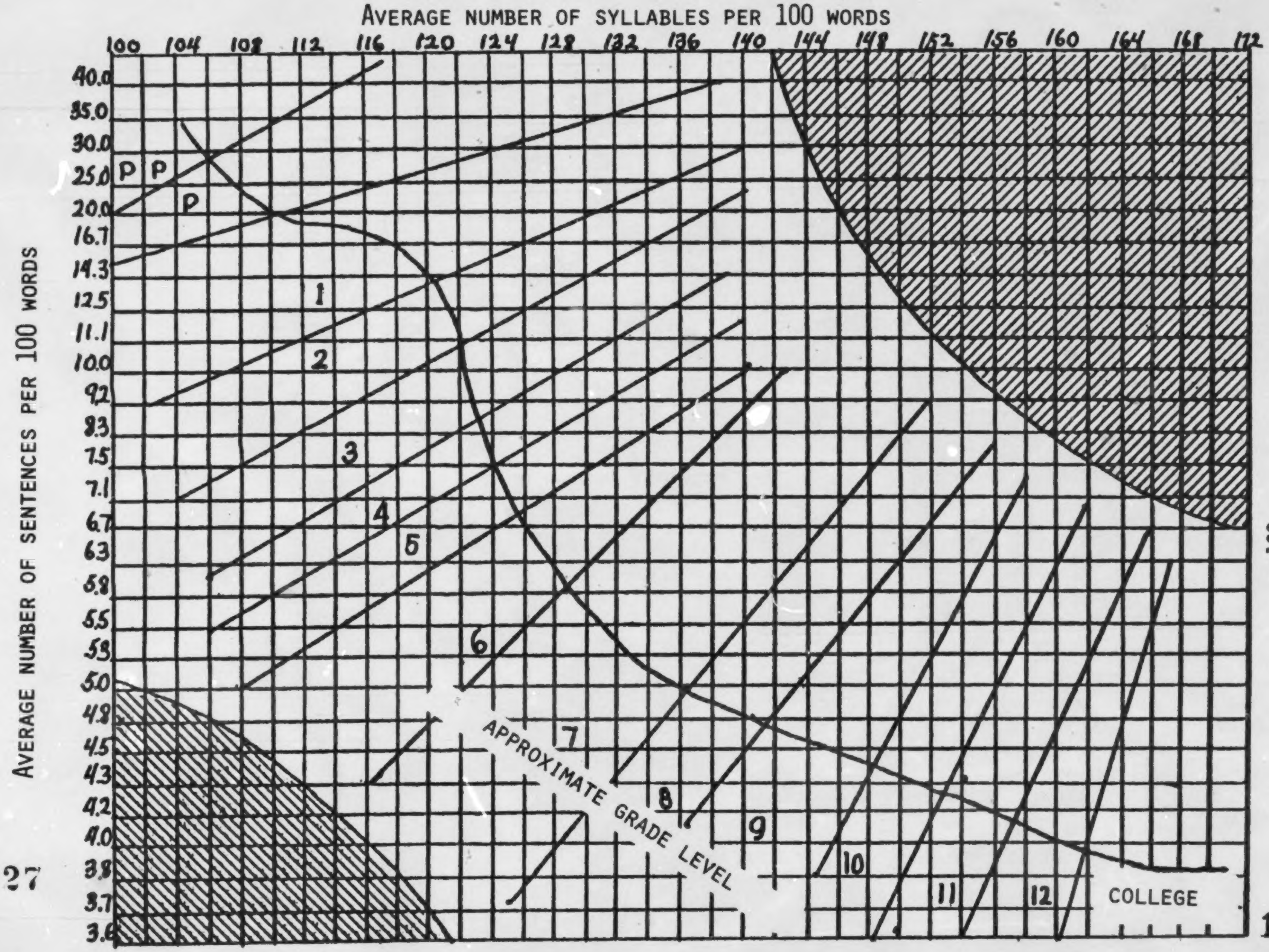
4. Plot on the graph the average number of sentences per hundred words and the average number of syllables per hundred words. Most plot points fall near the heavy curved line (which indicates average). Perpendicular lines mark off approximate grade levels. Choose more passages per book if great variability is observed and conclude that the book has uneven readability. Few books will fall in the gray area but when they do grade level scores are invalid.

Example

	SYLLABLES	SENTENCES
1st hundred words	124	6.6
2nd hundred words	141	5.5
3rd hundred words	158	6.8
	423	18.9
Average	141	6.3

READABILITY 7TH GRADE (See dot plotted on graph.)

GRAPH FOR ESTIMATING READABILITY - ED FRY



ALPHABETICAL LISTING OF BOOKS

A

AARON, HANK, 59
ACCENT/FAMILY FINANCES, 43
ACTION, 19, 36, 61, 94, 117
ADULT READER, 9
ADVENTURE IN BUCKSKIN, 33
AIRPORT, THE (LAP)29
ALCOHOL: FACTS FOR DECISIONS, 30
ALIKE BUT DIFFERENT, 13
ALL ABOUT THE HALL FAMILY, 15
ALL IN A DAY'S WORK, 24
AMERICAN IDIOMS AND IDIOMATIC USAGE, 73
AMERICAN INDIAN, THE: A CASE BOOK, 91
AMERICAN INDIAN TODAY, THE, 91
ANDY, 61
AN ESL CURRICULUM, 85
ANGELITA NOBODY, 36
APRIL MORNING, 62
ARE THEY EVER TO OLD TO LEARN?, 1
ARITHMETIC SKILLTEXT FOR DAILY LIVING, 97
ARITHMETIC THAT WE NEED, 97
ASHE, ARTHUR: TENNIS CHAMPION, 58
AT THE DRUGSTORE (LAP), 17
ATTITUDINAL CHARACTERISTICS OF MIGRANT FARM WORKERS, 91

B

BALANCED DIET, A (LAP), 52
BANK BOOK, 43
BANKING, BUDGETING, AND EMPLOYMENT, 43
BANKING YOUR MONEY (LAP), 15
BARNUM, P.T., 19
BASEBALL HALL OF FAME CHAMPIONS, 33
BASIC FIRST AID, 31
BASIC READING, 1 and 2, 21
BECOMING A CAR OWNER, 43
BECOMING A CITIZEN SERIES, 86
BE INFORMED SERIES, 25, 49, 114
BEING AN INFORMED CITIZEN, 49
BENJAMIN, READING AND BEYOND, 1
BEYOND CULTURE, 65
BIBLIOGRAPHY OF MATERIALS FOR VOLUNTEERS TEACHING ESL, 65
BIG RED, 61
BLACK BEAUTY, 19
BLACK CRUSADERS FOR FREEDOM, 34
BLACK IS BEAUTIFUL, 19
BLACK POETRY FOR ALL AMERICANS, 107
BLACK SOLDIER, 37
BLUES FOR A BLACK SISTER, 61
BORN IN THE USA, 78
BUDGETING, 25
BUILDING SAFE DRIVING SKILLS, 49
BUYING AND CARING FOR YOUR CAR, 43
BUYING BY MAIL (LAP), 44
BUYING USED FURNITURE AND APPLIANCES, 25
BEYOND TIME AND SPACE, 24

C

CALL OF THE WILD, 36
CAN YOU GIVE FIRST AID?, 30
CAR BUYING (LAP), 44
CAR INSURANCE (LAP), 44
CARPENTRY (LAP), 33
CASES OF SHERLOCK HOLMES, 36
CAUSES OF RURAL POVERTY, 91
CHAMBERLAIN, WILT, 35
CHICANOS: MEXICAN AMERICAN VOICES, THE, 91
CHILDREN OF CRISIS, VOL. II, 91
CHILDREN WITH LEARNING DISABILITIES, 4
CHISHOLM, SHIRLEY, 60
CHOICE OF WEAPONS, A, 58
CHOPPER, 20
CITY LIVING, 13
CIVIL WAR SAILOR, 37
CLAIMING A RIGHT, 34
COMMERCIAL WORD GAMES, 103
COMMON SENSE OF TEACHING FOREIGN LANGUAGES, 65
COMMUNICATING WITH OTHERS, 57
COMMUNICATIONS, 110
COMPARATIVE SHOPPING (LAP), 44
COMPLETE COURSE IN ENGLISH, 73
CONDITION OF FARM WORKERS AND SMALL FARM WORKERS IN 1970, THE, 91
CONTEMPORARY SPOKEN ENGLISH, 74
CONTRACTS IN EVERYDAY LIFE, 50
COUGHS AND COLDS (LAP), 17
CRACKING THE CODE, 21
CRAZY HORSE, SIOUX WARRIOR, 34
CRIME IN AMERICA, 88
CROCKER'S, BETTY, GOOD AND EASY COOKBOOK, 54

D

DARK SEA RUNNING, 37
DAVID: FROM SHEPHERD BOY TO KING, 13
DECODE, FOUNDATION FOR POINT 31, 9
DENTIST, THE (LAP), 17
DEVELOPMENTAL LEARNING MATERIALS, 83-84
DICTIONARY SKILLS, 96
DIFFICULT SOUNDS AND STRUCTURES FOR THE SPANISH SPEAKING LEARNER OF ENGLISH, 68
DINING OUT SKILL TEXT, 47
DISCRETIONARY JUSTICE, 88
DO IT YOURSELF, 33
DOCTOR DAN, 59
DOUBLEDAY SIGNAL BOOKS, 37
DOUGLASS, FREDERICK FIGHTS FOR FREEDOM, 34
DRACULA, 62
DR. J: A BIOGRAPHY OF JULIUS ERVING, 59
DR. SPELLO, 102
DUNBAR, PAUL LAWRENCE, 60

E

EASY MEALS THAT PLEASE, 31
EASY READING SELECTIONS IN ENGLISH, 79
ELECTRICAL APPLIANCES (LAP), 18
ELECTRONICS (LAP), 54
ELEMENTARY READER IN ENGLISH, 79
ENGLISH I: A BASIC COURSE FOR ADULTS, 74
ENGLISH AROUND THE WORLD, 71
ENGLISH AS A SECOND LANGUAGE: FROM THEORY TO PRACTICE, 69
ENGLISH FOR A CHANGING WORLD, 71
ENGLISH FOR SURVIVAL, BOOKS 1-3, 78
ENGLISH IN ACTION, 74
ENGLISH LESSONS FOR ADULTS, 9
ENGLISH LESSONS FOR REFUGEE ADULTS, 67
ENGLISH PRONUNCIATION: A MANUAL FOR TEACHERS, 69
ENGLISH READER'S DICTIONARY, AN, 82
ENGLISH STEP-BY-STEP WITH PICTURES, 72
ENGLISH THAT WE NEED, 21
ENGLISH THIS WAY, 74
ENGLISH THROUGH PICTURES, 72
ENGLISH-VIETNAMESE PHRASEBOOK, 82
ENTERTAINMENT (LAP), 47
ESCAPE FROM FEAR, 52
ETC., 84
EVERYDAY ENGLISH, 21
EVERYDAY, EVERYWHERE MATERIALS AS TEACHING RESOURCES, 105
EVERYDAY READING AND WRITING, 57

F

FACE OF DANGER, 62
FAIL-SAFE, 62
FAMILY LIFE I, 25
FAMILY LIFE IN THE USA, 79
FAMILY MONEY MANAGEMENT, 44
FEELINGS ILLUSTRATED, 13
FELON, THE, 88
FIGURE IT OUT, 97
FINDING OURSELVES, 57
FINDING WORK, 26
FIRST AID (LAP), 31
FIRST CHRISTMAS TREE, THE, 14
FIXING YOUR CAR (LAP), 33
FLASH PICTURES, 84
FOLLOW THE FREE WIND, 37
FOOD STAMP PROGRAM, 50
FOOD STAMPS (LAP), 50
FOLLOW THE FREE WIND, 37
FORMS IN YOUR FUTURE, 44
FORTEN, CHARLOTTE, 58
FOUNDATION FOR CHANGE BOOKLETS, 88
FOUR TOOK FREEDOM, 59
FOR THE TUTOR, TUTORING TIPS AND TRICKS, YOU'RE THE TUTOR, 8
FRANK, ANNE, 36

F (continued)

FROM A TO Z, 9
FROM WORDS TO STORIES, 13
FULL SPEED AHEAD, 40
FUNCTIONAL READING-A RESOURCE GUIDE, 4

G

GAMES AND BUTTERFLIES, 84
GAMES THAT TEACH WITHIN YOUR REACH, 106
GARDENING (LAP), 54
GATEWAYS TO CORRECT SPELLING, 101
GENESEO STORY, THE, 91
GETTING A JOB, 25
GETTING ALONG SERIES, 18
GETTING MEDICAL ASSISTANCE, 32
GETTING READY FOR PAY DAY, 15
GETTING AND HOLDING A JOB, 54
GETTING READY TO COOK, 16
GETTING READY TO DRIVE, 51
GETTING STARTED, 9
GETTING TO KNOW THE VIETNAMESE AND THEIR CULTURE, 68
GETTING YOUR CITIZENSHIP (LAP), 50
GETTING YOUR DRIVER'S LICENSE (LAP), 50
GO (AA), 9
GO (CA), 40
GO-READING IN THE CONTENT AREA, 110
GOD AND THE RURAL POOR, 91
GO UP FOR GLORY, 59
GOING PLACES WITH YOUR PERSONALITY, 54
GOING TO MEET THE MAN, 63
GOOD NEWS FOR NEW READERS, 13
GOOD READING FOR THE DISADVANTAGED READER, 4
GO TELL IT ON THE MOUNTAIN, 62
GOVERNMENT BY THE PEOPLE, 86
GRACIE, 37
GREAT RECEIVERS OF THE NFL, 59
GROW IN WORD POWER, 40
GUIDEBOOK TO MATHEMATICS, 97
GUIDELINES FOR THE EDUCATION OF NON-READERS, 4
GUIDELINES TO TEACHING REMEDIAL READING, 5
GUIDE TO WORKING WITH VIETNAMESE REFUGEES

H

HANDBOOK FOR THE VOLUNTEER TUTOR, 5
HANDY BOOK OF COMMONLY USED AMERICAN IDIOMS, 74
HARD TO LEARN THAT ENGLISH SECOND LANGUAGE BLUES, 84
HARLEM GLOBE TROTTERS, 59
HARVESTERS, THE, 92

H (continued)

HAVING A BABY, 31
HEALTH INSURANCE (LAP), 52
HEALTH, SAFETY AND SANITATION, 32
HEART ATTACK (LAP), 52
HELP YOURSELF TO READ, WRITE AND SPELL, 79
HELP YOURSELF TO A JOB, PARTS 1, 2, 3, 54
HEIST, THE, 38
HIDDEN DIMENSIONS, 65
HIP READER I, 10
HIP READER 2, 21
HISPANIC PERSONALITIES, 80
HOCKEY HEROES: THE GAME'S GREATEST PLAYERS, 34
HOLIDAYS (LAP), 29
HOMEMADE GAMES, 104
HOOKED ON BOOKS, 5
HORSE'S HEAD, A, 62
HOSPITAL, THE (LAP), 17
HOUDINI, HARRY, MASTER OF MAGIC, 34
HOUSE HELPS, 18
HOUSING (LAP), 29
HOW ADULTS LEARN, 1
HOW I GOT OVAH, 107
HOW TO BE A WISE CONSUMER, 45
HOW TO FILL OUT APPLICATION FORMS, (PILCH), 26
HOW TO FILL OUT APPLICATION FORMS, (ELLIS), 45
HOW TO FIND A JOB (LAP), 26
HOW TO READ A BOOK, 5
HOW TO READ AND WRITE BUSINESS LETTERS, %$
HOW TO REGISTER AND VOTE, 51
HOW TO SAVE GASOLINE (LAP), 26
HOW TO USE THE LIBRARY (LAP), 48
HOW TO TREAT THE ADULT ILLITERATE, 3
HUDSON, THE, 64
HUMAN CARGO, 63

I

I AM JOAQUIN YO SOY JOAQUIN, 92
ILLUSTRATED CLASSICS, 119
IMMUNIZATION (LAP), 32
INDIAN PATRIOTS OF THE GREAT WEST, 34
INQUIRY: CONSUMER EDUCATION, 45
INSTRUCTIONS ON SAFETY, 52
INTERVIEW, 84
IN THE VALLEY, 13
INTRODUCTION TO ARITHMETIC, 97
INTRODUCTION TO CANADIAN ENGLISH, AN, 73
I SPEAK ENGLISH, 69
IS THAT A FACT?, 62
IT'S ON THE MAP, 57
IT'S SEW EASY, 56
IT'S YOUR MONEY 1-2, 45
I'VE MISSED A SUNSET OR THREE, 63
I WANT A JOB, ON THE JOB, 26
I WANT TO READ AND WRITE, 10

J

JABBAR, KAREEM ABDUL, 35
JAILS: THE ULTIMATE GHETTO, 89
JERRY WORKS IN A FILLING STATION, 18
JOB APPLICATION SKILL TEXT, 55
JOB FOR YOU, A, 43
JOBS AND JOB MODELS, 26
JOBS FROM A TO Z, 26
JUVENILES AND THE LAW, 89

K

KAREN, 60
KID FROM CUBA: ZOILO VERSALLES, 35
KITCHEN KNOW HOW (LAP), 15
KNOW YOUR LEGAL RIGHTS, 89
KNOW YOUR SIGNS: BE A BETTER DRIVER, 51
KNOW YOUR SIGNS: DRIVING INTER-STATE AND SUPERHIGHWAYS, 51
KNOW YOUR WORLD, 94

L

LABEL TALK, 46
LADO ENGLISH SERIES, 74
LANGUAGE DIFFERENCES: DO THEY INTERFERE?, 1
LAST OF THE MOHICANS, THE, 20
LAW FOR YOU, THE, 51
LEARNING ACTIVITIES PACKAGES, 78
LEARNING DISABILITIES GLOSSARY, 5
LEARNING GAMES FOR INFANTS AND TODDLERS, 58
LEARNING TO READ AND WRITE, 5
LEE, ROBERT E., 35
LEGENDS FOR EVERYONE, 38
LERNER ETHNIC STUDIES LIBRARY, 66
LET'S EAT, 32
LET'S LEARN ENGLISH, 76
LET'S LOOK IT UP, 40
LET'S TAKE A TRIP, 80
LET'S TALK, 75
LIFE STYLES: DIVERSITY IN AMERICAN LIFE STYLES, 1
LIKE IT IS, 38
LISTENING WALLS, 63
LITERACY FOR DIVERSE LEARNERS, 1
LITERACY IN THE NATION'S LIBRARIES, 2
LITERACY IN THIRTY HOURS, 2
LITTLE STRIKE THAT GREW TO LA CAUSA, THE, 92
LIVES OF MIGRANT FARMERS, 92
LIVING CITY ADVENTURES, 38
LIVING IN A CONSUMERS WORLD, 45
LIVING WITH THE RETARDED, 30
LONGMAN'S BOOKS IN EASY ENGLISH, 80
LONGMAN STRUCTURAL READERS, 80
LOW INCOME TEACHING KIT ON CLEAN CLOTHES, 58

L (continued)

LOW INCOME TEACHING KIT ON CREDIT, 46
LOW INCOME TEACHING KIT ON FOOD FOR THRIFTY FAMILIES, 53

M

MACHINE AGE RIDDLES, 46
MACK WORKS IN A CLOTHING FACTORY, 27
MAGNIFICENT HOUSE OF MAN ALONE, 19
MAKING A BUDGET (LAP), 27
MALCOLM X, 35
MARTIN LUTHER KING, 35
MATHEMATICS FOR TODAY, 98
MATH MADE EASY, 98
MEDICAL GUIDE (GUIA MEDICA), 78
MEDICARE AND MEDICAID (LAP), 51
MEETING BASIC COMPETENCIES IN READING, 46
MERRILL LINGUISTIC READERS, 108
METRICS FOR GOOD MEASURE, 98
MEXICAN-AMERICAN YOUTH AT THE CROSSROADS, 92
MIGRANT - NEEDS, ASPIRATIONS AND SITUATION, 93
MIGRATORY FARMWORKERS, USA, 92
MINI-MYSTERIES, 63
MI PRIMER DICCIONARIO, 82
MITCHELL, MARIA, STARGAZER, 35
MODERN AMERICAN ENGLISH, 75
MODERN SHORT STORIES IN ENGLISH, 81
MONEY IN THE POCKET, 15
MONEY MAKES SENSE, 15
MONEY, MONEY (LAP), 15
MONEY, MONEY, MONEY, 15
MONEY YOU SPEND, THE, 47
MOONSTONE, THE, 20
MORE STORIES FROM THE TWILIGHT ZONE, 63
MOSAIC, 84
MOTIVATIONAL IDEAS, 103-106
MOTORCYCLEPEDIA, 63
MOTT SERIES, 99, 108-110
MY COUNTRY, 81
MYSTERY OF THE FLOODED MINE, THE, 37
MYTHS AND FOLK TALES FROM AROUND THE WORLD, 64

N

NATIONAL GEOGRAPHIC WORLD, 95
NEW ENGLISH 900, 75
NEW FABRICS, NEW CLOTHES AND YOU, 46
NEW GOLDEN DICTIONARY, 96
NEW HORIZONS IN ENGLISH, 75
NEW LIFE FOR SARITA, 38
NEW PRACTICE READERS, BOOK A, 14
NEW PRACTICE READERS, BOOKS B-C, 22
NEW READING SKILLS PRACTICE PAD, 10
NEWS FOR YOU, 94
NEW WAYS, 14

N (continued)

NIGERIA, REPUBLIC OF A HUNDRED KINGS, 68
NO GIRLS ALLOWED, 38
NO HOT WATER TONIGHT, 81
NORTH TO LIBERTY, 63
NOW POETRY, 107

O

OCCUPATIONS I AND II, 27
ONE PUNCH AWAY, 38
ON THE SEASON, 92
ON THE WAY,BOOK . 23
ON WORKING WITH THE UNDEREDUCATED ADULT, 8
OPENING DOORS, 38
OPERATION ALPHABET I, 10
OPERATION ALPHABET 2, 21
ORAL ENGLISH, 72
ORIENTATION IN AMERICAN ENGLISH, 76
ORIGIN OF AMERICAN IDIOMS, SLANG, AND EUPHEMISMS, 69
OTHER AMERICA, THE, 3
OUR AMERICAN MINORITIES, 24
OUR UNITED STATES, 30
OUR UNITED STATES WORKBOOK, 30
OUT OF WORK, 55
OUTSIDE OF AN APARTMENT (LAP), 27

P

PACEMAKER PRACTICAL ARITHMETIC, 99
PACEMAKER TRUE ADVENTURE SERIES, 114-115
PACEMAKER VOCATIONAL SERIES, 18
PAINTING (LAP), 33
PAL PAPERBACKS, 115-116
PATHWAYS TO HEALTH, 53
PEDAGOGY OF THE OPPRESSED, 2
PEOPLE'S POWER, THE, 30
PERSONAL HYGIENE (LAP), 53
PHASE ONE: LET'S CONVERSE, 76
PHOENIX READING SERIES, 111
PHYSIOLOGICAL FACTORS IN ADULT LEARNING, 2
PICTURE PAGES, 73
PLANNING MEALS AND SHOPPING, 16
PLANNING YOUR FAMILY, 53
PLANNING YOUR OWN APARTMENT, 16
POETRY ON WHEELS, 107
POINT 31 READING PROGRAM, 112
POINTS OF VIEW, 38
POLICE SERVICES FOR OLDER CITIZENS, 89
POLLUTION: A BIG PROBLEM, 14
POOR PAY MORE, THE, 2
POST OFFICE, THE (LAP), 27

P (Continued)

POWER TO SPELL, 101
PRACTICAL ARITHMETIC--THE THIRD "R", 99
PRACTICAL CONVERSATIONS IN ENGLISH, 77
PRACTICAL GUIDE FOR THE ADULT EDUCATION INSTRUCTOR, A, 4
PRACTICAL GUIDE TO THE TEACHING OF ENGLISH AS A FOREIGN LANGUAGE, 70
PRACTICE IN READING, 10-21
PREPARATION FOR HIGH SCHOOL EQUIVALENCY, 40
PRISONERS AND THE CRIMINAL JUSTICE SYSTEM, 90
PROFILES: A COLLECTION OF SHORT BIOGRAPHIES, 35
PRO-FOOTBALL ROOKIE, 37
PROGRESSIVE ENGLISH DICTIONARY, 82
PROGRESSIVE PICTURE COMPOSITIONS, 72
PROJECT ERA COPE, 112
PRONUNCIATION CONTRASTS IN ENGLISH, 77
PROUD MEXICANS, THE, 81
PUERTO RICAN AMERICANS, 68
PYRAMID PRIMARY DICTIONARY SERIES, 96

Q

QUESTIONS AND ANSWERS ON AMERICAN CITIZENSHIP, 87

R

RANDOM HOUSE VEST POCKET DICTIONARIES, 82
READ, 5
READ BETTER WITH JIM KING, 10
READERS DIGEST PRACTICE PADS, 22
READERS DIGEST READING SKILL BUILDERS, 111
READERS DIGEST SCIENCE READERS, 40
READERS DIGEST SOCIAL STUDIES READERS, 41
READING AND EXERCISE SERIES, 119
READING CORRECTION KIT, 6
READING FOR LIVING SERIES, 113
READING FOR MATHEMATICS, 100
READING FOR SURVIVAL, 41-42
READING, HOW TO, 6
READING NEEDS ASSESSMENT FOR CORRECTIONAL EDUCATION, 90
READING POWER, 3-4, 42
READING POWER, 1-2, 10
READING RESOURCE BOOK FOR CORRECTIONAL EDUCATION, 90
READING ROAD TO WRITING, 22
READING YOUR NEWSPAPER (LAP), 48
READ THE INSTRUCTIONS FIRST, 27
REAL EXPERIENCES: LANGUAGE IN EVERYDAY USE, 46
REAL PEOPLE AT WORK SERIES, 118
REAL STORIES, Book 1, 64
RESTAURANTS (LAP), 30
ROAR OF ENGINES, 64
RR, 11

S

SADDLES AND SABERS, BLACK MEN IN THE OLD WEST, 61
SAFETY! CHILDREN AT HOME, 32
SAFETY IN THE HOME (LAP), 32
SAVING ENERGY IN YOUR HOME (LAP), 28
SCHOLASTIC DICTIONARY OF AMERICAN USAGE, 96
SCHOLASTIC SCOPE/SKILLS, 113
SCOPE SERIES, 23
SELECTED BIBLIOGRAPHY ON CULTURE AND CULTURAL MATERIALS, 66
SERVICE OCCUPATIONS, 55
SETTLERS IN AMERICA, 57
SHAKING THE PUMPKIN, 107
SHOP MADE EASY, 56
SHORT COURSE IN SPOKEN ENGLISH, 77
SHORT WORLD BIOGRAPHIES, 60
SHY GIRL: THE STORY OF ELEANOR ROOSEVELT, 60
SIGHTS AND SOUNDS, 22
SIGNS OF LIFE, THE, 48
SIGNS SERIES, 14
SIGNS OF THE TIMES, 17
SILENT LANGUAGE, THE, 65
SIMPLE PLUMBING REPAIRS (LAP), 56
SIMULATIONS: STRATEGIES TO IMPROVE CROSS-CULTURAL UNDERSTANDING, 67
SMALL CLAIMS COURT (LAP), 28
SMALL HANDS, BIG HANDS, 92
SMOKING (LAP), 32
SOCIAL SECURITY (LAP), 28
SOCIAL SCIENCE READERS, GR. 4-6, 87
SOL SI PUEDES: CESAR CHAVEZ AND THE NEW AMERICAN REVOLUTION, 92
SOME REFLECTIONS ON THE JAPANESE LANGUAGE AND "CHARACTER", 70
SOMETHING ELSE, 39
SOUND SPELLING, 102
SPECTRA PROGRAM, PEOPLE OF THE WORLD, 66
SPELLING.102
SPELLING DICTATION AND SKILLTEXT, 102
SPIDERS IN THE HOUSE AND WORKERS IN THE FIELD, 93
STECK VAUGHN ADULT READING, 11
STEP UP YOUR READING POWER, BOOK A, 23
STEPS TO LEARNING, 11
ST. LAWRENCE, THE, 64
STORIES OF JESSE STUART, 64
STORY OF JESUS, 14
STRANGER THAN FICTION, 14
STRESS AND INTONATION, PARTS 1 AND 2, 77
STRUCTURED ENGLISH READERS, 81
STUDYING FOR A DRIVER'S LICENSE, 28
SUPER SHOWMEN: HOUDINI, WILL ROGERS, WALT DISNEY, 60
SURVIVAL HANDBOOK FOR PRESCHOOL MOTHERS, 58
SURVIVAL LEARNING MATERIALS, 6
SYSTEMS FOR SUCCESS, 11

T

TALES OF MYSTERY AND THE UNKNOWN, 39
TALLCHIEF, MARIA, 60
TEACHER, 2
TEACHING DECODING AS SEPARATE FROM READING, 112
TEACHING ENGLISH AS A SECOND LANGUAGE: AN INTRODUCTION FOR ABE TEACHERS, 70
TEACHING ENGLISH AS A SECOND LANGUAGE: A SELF-INSTRUCTIONAL COURSE, 70
TEACHING FREE, 2
TEACHING READING SKILLS THROUGH THE NEWSPAPER, 6
TEACHING READING TO ADULTS, 6
TEACHING READING TO THE UNTAUGHT, 3
TEACHING THE CULTURALLY DISADVANTAGED ADULT, 2
TEENAGERS AT WORK, 28
TELEPHONE, THE, (LAP), 28
THAILAND, RICE BOWL OF ASIA, 68
THEY LOVED THE LAND, 35
THIS IS YOUR BODY, 52
THORNDIKE BARNHART BEGINNING DICTIONARY, 96
THREE JAZZ GREATS: WILLIAM C. HANDY, LOUIS ARMSTRONG, DUKE ELLINGTON, 60
THREE WHO DARED, 61
TIME AND TELLING TIME, 19
TIME TO SHOUT, 107
TIPS ON TEST-TAKING (GETTING READY FOR THE GED), 42
TO BE A MOTHER, TO BE A FATHER, 53
"TO MY BROTHER, WHO DID A CRIME...", 90
TOOLS (LAP), 19
TOO MUCH GARBAGE, 16
TOP FLIGHT READERS, 39
TOWARD A MORE LITERATE SOCIETY, 3
TREASURY OF TECHNIQUES FOR TEACHING ADULTS, 7
TREE GROWS IN BROOKLYN, A, 62
TROUBLESHOOTER BOOKS, LEVEL I, 12
TUBMAN, HARRIET, GUIDE TO FREEDOM, 34
TU-DIEN DICTIONARY, 82
TURNER LIVINGSTON COMMUNICATION SERIES, 24
TURNING POINT, 19
TUTOR, 7
TUTOR'S SAMPLER, 7
20,000 LEAGUES UNDER THE SEA, 20
20,000 WORDS, 102

U

UNDERSTANDING CREDIT CARDS (LAP), 28
UNDERSTANDING YOUR PAYCHECK (LAP), 33
UNDERSTANDING YOUR UTILITY BILLS (LAP), 47
UNIONS (LAP), 56
UNITAS, JOHNNY, 59
UPROOTED CHILDREN, 93
USA. THE, 87
USING COMMUNITY RESOURCES, 49
USING DOLLARS AND SENSE, 29

U (continued)

USING ENGLISH, 23
USING LANGUAGE EXPERIENCE WITH ADULTS, 7
USING REAL LIFE MATERIALS FOR THE CULTURALLY DISADVANTAGED, 8

V

VD: IT COULD HAPPEN TO YOU, 53
VENTURE SERIES, 119
VIETNAMESE-ENGLISH PHRASEBOOK, 82
VIVA! MEXICAN AMERICANS, 61
VOTING (LAP), 51

W

WE ARE WHAT WE EAT, 32
WEBSTER'S NEW ELEMENTARY DICTIONARY, 96
WE HONOR THEM, VOL. k, 2, 3, 35, 61
WEST SIDE STORY, 63
WHAT IS ELECTRICITY, 56
WHAT IT TAKES, 29
WHAT READABILITY CAN DO FOR YOU, 3
WHAT'S THE MEANING OF THIS?, 42
WHEELS, 20
WHEN AMERICANS CAME TO NEW ORLEANS, 39
WHEN A TON OF GOLD REACHED SEATTLE, 39
WHEN CAPE COD MEN SAVED LIVES, 39
WHEN CHICAGO WAS YOUNG, 39
WHEN TEENAGERS TAKE CARE OF CHILDREN, 58
WHEN YOU'RE TEACHING ADULTS, 3
WHEN YOU TEACH ENGLISH AS A SECOND LANGUAGE, 71
WHERE DOES THE MONEY GO?, 16
WHERE TO GO, WHO TO SEE, WHAT TO DO, 48
WOMEN WHO DARED TO BE DIFFERENT, 36
WORK FOR EVERYONE, 56
WORKING, 3
WORKING WITH NUMBERS, 100
WORKING WITH WOOD, 56
WORKING WITH WORD PATTERNS, 12
WORKING WITH WORDS, 12
WORLD AS THE MIGRANT SEES IT, THE, 93
WORLD OF VOCABULARY, BOOKS 1-2, 23
WORLD OF VOCABULARY, BOOKS 3-4, 42
WRIGHT BROTHERS, 36
WRITE YOUR OWN LETTERS, 29

Y

YOU AND YOUR WORLD, 94
YOU CAN BE A SUCCESSFUL TEACHER OF ADULTS, 8
YOUNG HOMEMAKERS COOKBOOK, 16
YOUNG OLYMPIC CHAMPIONS, 64
YOUR FIRE DEPARTMENT (LAP), 17

Y (continued)

YOUR GOVERNMENT AND YOU, (Hoek), 87
YOUR GOVERNMENT AND YOU, 52
YOUR DAILY PAPER, 48
YOUR LEGAL RIGHTS, 90
YOUR POLICE DEPARTMENT (LAP), 17
YOUR 1040A FORM (LAP), 52

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